

CITY OF LA CRESCENT
AGENDA
REGULAR MEETING
NOVEMBER 22, 2021
5:30 P.M.

CALL TO ORDER
PLEDGE OF ALLEGIANCE
ROLL CALL
ACTION TO CHANGE AGENDA

1. CONSENT AGENDA

All items listed under the consent agenda are considered routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.

- 1.1 MINUTES – NOVEMBER 8, 2021
- 1.2 BILLS PAYABLE THROUGH NOVEMBER 18, 2021
- 1.3 CASH BALANCE/ACTIVITY REPORT – OCTOBER 2021
- 1.4 LIBRARY REPORT – OCTOBER 2021

2. PUBLIC HEARING

3. ITEMS FOR CONSIDERATION

- 3.1 HETH HARDWARE STREET VACATION
- 3.2 CITY HALL HOURS OF OPERATION
- 3.3 HAZARDOUS BUILDING RESOLUTION
- 3.4 SHORT-TERM FINANCING – BRIDGE PROJECT
- 3.5 ENGINEERING AGREEMENT – WAGON WHEEL PROJECT
- 3.6 REVIEW WALNUT STREET IMPROVEMENT PROJECT
- 3.7 ENGINEERING PROJECT REVIEW
- 3.8 PERSONNEL COMMITTEE RECOMMENDATION
- 3.9 2022 LICENSE RENEWALS
- 3.10 TAX CERTIFICATION RESOLUTION
- 3.11
- 3.12

4. UNFINISHED BUSINESS

CITY OF LA CRESCENT
AGENDA
REGULAR MEETING
NOVEMBER 22, 2021
5:30 P.M.

4.1

5. MAYOR'S COMMENTS

5.1

6. STAFF CORRESPONDENCE/COMMITTEE UPDATES

6.1
6.2
6.3
6.4

7. CORRESPONDENCE

7.1 LA CROSSE CENTER OPEN HOUSE
7.2
7.3

8. CHAMBER OF COMMERCE

8.1

9. ITEMS FOR NEXT AGENDA

10. ADJOURNMENT

#1.1

MINUTES, REGULAR MEETING
CITY COUNCIL, CITY OF LA CRESCENT, MINNESOTA
NOVEMBER 8, 2021

Pursuant to due call and notice thereof, the first meeting of the City Council of the City of La Crescent for the month of November was called to order by Mayor Mike Poellinger at 5:30 PM in the La Crescent City Hall, La Crescent, Minnesota, on Monday, November 8, 2021.

Upon a roll call taken and tallied by the City Administrator, the following members were present: Members Cherryl Jostad, Teresa O'Donnell-Ebner, Dale Williams, and Mayor Mike Poellinger. Members absent: Member Ryan Hutchinson. Also present was City Administrator Bill Waller, City Attorney Skip Wieser and City Administrative Assistant Angie Boettcher.

Mayor Poellinger asked if anyone wished to take action to change the agenda as presented. There were no changes requested.

ITEM 1 – CONSENT AGENDA

At this time, the Mayor read the following items to be considered as part of the Consent Agenda for this regular meeting:

- 1.1 MINUTES – OCTOBER 25, 2021
- 1.2 BILLS PAYABLE THROUGH NOVEMBER 4, 2021

At the conclusion of the reading of the Consent Agenda, Mayor Poellinger asked if the Council wished to have any of the items removed from the Consent Agenda for further discussion. Member Williams made a motion, seconded by Member O'Donnell-Ebner, as follows:

A MOTION TO APPROVE THE CONSENT AGENDA AS PRESENTED.

Upon a roll call vote taken and tallied by the City Administrator, the following Members voted in favor thereof, viz;

Cherryl Jostad	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried by a 4-0 vote.

ITEM 3.1 – HORSE TRACK MEADOWS WEST FINAL PLAT

City Attorney Wieser reviewed with City Council that the City Planning Commission has recommended approval of the Horse Track Meadows West Development. City Council reviewed City Attorney Wieser's Memo, the City Planning Commission Minutes, the proposed final plat, and the October 29, 2021 engineering review conducted by WHKS. Following discussion, it was recommended to City Council to approve the final plat of Horse Track Meadows West with the following conditions and findings:

Conditions:

1. That the City accept reduction of the walking path from twenty (20) feet, as contained in Horse Track Meadows plat of Lot 54, to ten (10) feet, as contained in Horse Track Meadows West plat.
2. That a ten (10) foot publicly dedicated utility easement be included along the north line of Lots 1-3.
3. That a line of credit be approved by the City Attorney and City Administrator.
4. That the applicant obtains the necessary permits as contained in WHKS report dated October 29, 2021.
5. That the Grading and Utility Plan be approved by WHKS as recommended in WHKS report dated October 29, 2021.
6. That the Developer provide an updated Certificate of Insurance listing the City as an additional insured as required by both development agreements.

Findings:

1. The property owner proposes to use the property in a reasonable manner permitted by the Zoning Ordinance.
2. The request is in harmony with the general purposes and intent of the ordinance and consistent with the comprehensive plan.
3. The basic layout of streets and lots are acceptable.
4. The property commonly referred to as the "Horse Track Meadows" and "Horse Track Meadows West" were annexed by the City in September 2016 in order to make sure future development was done in the City.
5. In July 2019, the City of La Crescent approved an amendment to its Sewer Conveyance Agreement with the City of La Crosse to provide municipal sewer to the Horse Track Meadows property.
6. Developer has demonstrated an increased need in single family housing inventory within the City of La Crescent. Further the need for multi-family/apartment building is being satisfied before other developments within the City.

Member Williams made a motion, seconded by Member O'Donnell-Ebner, as follows:

MOTION TO APPROVE THE FINAL PLAT OF HORSE TRACK MEADOWS WEST WITH THE CONDITIONS AND FINDINGS STATED ABOVE.

Upon a roll call vote taken and tallied by the City Administrator, the following Members voted in favor thereof, viz;

Cherryl Jostad	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried by a 4-0 vote.

ITEM 3.2 – HORSE TRACK MEADOWS WEST DEVELOPMENT AGREEMENT

ITEM 3.3 – AMENDMENT TO HORSE TRACK MEADOWS DEVELOPMENT AGREEMENT

City Attorney Wieser reviewed with City Council the Horse Track Meadows West Development Agreement & the Horse Track Meadows Third Amendment to Development Agreement. The Horse Track Meadows West Development Agreement is significantly the same as the Horse Track Meadows Development Agreement. The areas to highlight are as follows:

1. Developer letter of credit in the amount of \$184,806.88 for Horse Track Meadows West and \$50,000.00 for Horse Track Meadows totaling \$234,806.88. The letter of credit will cover both the Horse Track Meadows and the Horse Track Meadows West Development. The amount of the letter of credit has been approved by WHKS & Co. The portion for the Horse Track Meadows West is based on the estimates contained on Exhibit B of the Agreement. The letter of credit will remain in place 2 years after City acceptance of the developer improvements.
2. Section 8.2 requires the developer to reimburse the City \$9,500.00 for WHKS fees for the developer.

The purpose of the Third Amendment is to reduce the letter of credit as WHKS has certified that the developer has completed the developer's work to the satisfaction of WHKS. Also, that the developer will contribute \$7,000.00 to the City for the additional cost of delaying the installation of the wear course by one (1) year. Lastly, the developer's timeframe to finalize the walking trail is extended to July 1, 2022.

Following discussion, Member Jostad made a motion, seconded by Member Williams, as follows:

MOTION TO APPROVE THE HORSE TRACK MEADOWS WEST DEVELOPMENT AGREEMENT BETWEEN THE CITY OF LA CRESCENT AND MSM DEVELOPMENT, LLC AND TO AUTHORIZE THE MAYOR AND CITY ADMINISTRATOR TO SIGN THE AGREEMENT.

Upon a roll call vote taken and tallied by the City Administrator, the following Members voted in favor thereof, viz;

Cherryl Jostad	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried by a 4-0 vote.

Member O'Donnell-Ebner made a motion, seconded by Member Williams, as follows:

MOTION TO APPROVE THE HORSE TRACK MEADOWS THIRD AMENDMENT TO DEVELOPMENT AGREEMENT BETWEEN THE CITY OF LA CRESCENT AND MSM DEVELOPMENT, LLC AND TO AUTHORIZE THE MAYOR AND CITY ADMINISTRATOR TO SIGN THE AGREEMENT.

Upon a roll call vote taken and tallied by the City Administrator, the following Members voted in favor thereof, viz;

Cherryl Jostad	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried by a 4-0 vote.

ITEM 3.4 – WAGON WHEEL PROJECT PHASE I BID RESULTS

City Administrator Waller reviewed with City Council the bid results to pave the balance of the first phase of the Wagon Wheel Improvement project. The City has received a \$86,210.00 Local Trail Connections Program grant from the Minnesota Department of Natural Resources that will pay for 74% of the cost to pave the portion of the first phase of the Wagon Wheel improvement project that is not currently paved. The total estimated project cost is \$116,500.00. The City's 2022 general fund budget includes \$30,280.00 for the local share of the project costs. The project will be completed in the spring of 2022. It was recommended to City Council to accept the bid from Mathy Construction in the amount of \$96,333.75. Following discussion, Member Jostad made a motion, seconded by Member O'Donnell-Ebner, as follows:

MOTION TO ACCEPT THE BID FROM MATHY CONSTRUCTION IN THE AMOUNT OF \$96,333.75 TO PAVE THE BALANCE OF THE FIRST PHASE OF THE WAGON WHEEL IMPROVEMENT PROJECT.

Upon a roll call vote taken and tallied by the City Administrator, the following Members voted in favor thereof, viz;

Cherryl Jostad	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried by a 4-0 vote.

ITEM 3.5 – PERSONNEL COMMITTEE RECOMMENDATIONS

City Administrator Waller and City Attorney Wieser reviewed with City Council the following recommendations from the Personnel Committee:

1. The Personnel Committee is recommending that the City Council approve an increase to the monthly salaries for the City Council and Mayor. Presently City Council members earn \$400.00 per month and the Mayor earns \$500.00 per month. The last increase in the salary for these positions occurred in January of 2009. The Personnel Committee is recommending that the salary for members of the City Council be increased to \$500.00 per month, and that the salary for the Mayor be increased to \$600.00 per month. The proposed increase would take effect January 1, 2023. City Council reviewed a spreadsheet from the League of Minnesota Cities that shows the salaries of Mayors and City Council members from

communities around the State. City Council also reviewed the Personnel Committee's basis for recommending the increase in salaries. City Attorney Wieser reviewed the requirements to increase the salary for these positions. Following discussion, Member Williams made a motion, seconded by Member O'Donnell-Ebner, as follows:

MOTION TO APPROVE THE SALARY FOR MEMBERS OF THE CITY COUNCIL BE INCREASED TO \$500.00 PER MONTH, AND THAT THE SALARY FOR THE MAYOR BE INCREASED TO \$600.00 PER MONTH.

Upon a roll call vote taken and tallied by the City Administrator, the following Members voted in favor thereof, viz;

Dale Williams	Yes
Mike Poellinger	Yes

Member Cherryl Jostad and Member Teresa O'Donnell-Ebner voted against the same. The motion failed due to a 2-2 vote.

2. Justin Thorsen's resignation as Police Sergeant for the City of La Crescent. City Council reviewed Sgt. Thorsen's letter of resignation to Chief Stavenau. The Personnel Committee is recommending that the City Council accept Sgt. Thorsen's resignation, and authorize that the position of Police Officer be advertised. A hiring recommendation will be presented at a future City Council meeting. Following discussion, Member O'Donnell-Ebner made a motion, seconded by Member Williams, as follows:

MOTION TO ACCEPT SGT. THORSEN'S RESIGNATION FROM THE LA CRESCENT POLICE DEPARTMENT AND AUTHORIZE THAT THE POSITION OF POLICE OFFICER BE ADVERTISED WITH A HIRING RECOMMENDATION TO BE PRESENTED AT A FUTURE CITY COUNCIL MEETING.

Upon a roll call vote taken and tallied by the City Administrator, the following Members voted in favor thereof, viz;

Cherryl Jostad	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried by a 4-0 vote.

3. Debbie Shimshak, the City's Finance Director, informing the City of her intent to retire at the end of July, 2022. City Council reviewed a letter from Ms. Shimshak. Ms. Shimshak plans for her last day in the office to be June 30, 2022, after the completion of the City's 2021 audit. City Council reviewed a narrative and timeline regarding Ms. Shimshak's resignation. The Personnel Committee is recommending that at a date in the future Kara Tarrence, the City's Accountant, be promoted to the position of Finance Director. It was also recommended to City Council to authorize that the position of Bookkeeper be advertised and that a hiring recommendation would then be presented at a future City Council meeting. Following discussion, Member Williams made a motion, seconded by Member O'Donnell-Ebner, as follows:

MOTION TO AUTHORIZE THAT THE POSITION OF BOOKKEEPER BE ADVERTISED WITH A HIRING RECOMMENDATION TO BE PRESENTED AT A FUTURE CITY COUNCIL MEETING.

Upon a roll call vote taken and tallied by the City Administrator, the following Members voted in favor thereof, viz;

Cherryl Jostad	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried by a 4-0 vote.

4. To authorize the City Attorney to review and establish a Post-Retirement Healthcare Savings Plan for full-time City employees not represented by a bargaining unit. Currently, non-bargaining unit employees would receive 50% of their accumulated sick leave in a lump sum cash payment. City employees represented by a bargaining unit would have 60% of their accumulated sick leave paid into a healthcare savings plan. It is recommended that for Ms. Shimshak, given her years of service along with the advance notice that she is providing, that 100% of her accumulated sick leave be paid into a healthcare savings plan. Following discussion, Member O'Donnell-Ebner made a motion, seconded by Member Williams, as follows:

MOTION TO AUTHORIZE THE CITY ATTORNEY TO ESTABLISH A POST-RETIREMENT HEALTHCARE SAVINGS PLAN FOR FULL-TIME CITY EMPLOYEES NOT REPRESENTED BY A BARGAINING UNIT AND REVIEW AT A FUTURE CITY COUNCIL MEETING.

Upon a roll call vote taken and tallied by the City Administrator, the following Members voted in favor thereof, viz;

Cherryl Jostad	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried by a 4-0 vote.

5. To authorize the City Attorney to prepare a Phased Retirement Option for Ms. Shimshak. This is an option that is available under the State of Minnesota's retirement plan. As proposed, in August and September of 2022, Ms. Shimshak would work 20 hours per week, and in October of 2022, Ms. Shimshak would work 10 hours per week. This would be of tremendous assistance to the City with numerous items, including the preparation of the City's 2023 budget. As part of the Phased Retirement Option, Ms. Shimshak would stay on the City's insurance through the end of October 2022, with the current City contribution towards insurance. Following discussion, Member O'Donnell-Ebner made a motion, seconded by Member Williams, as follows:

MOTION TO AUTHORIZE THE CITY ATTORNEY TO PREPARE A PHASED RETIREMENT OPTION FOR MS. SHIMSHAK.

Upon a roll call vote taken and tallied by the City Administrator, the following Members voted in favor thereof, viz;

Cherryl Jostad	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried by a 4-0 vote.

6. To authorize the City Attorney to prepare a memo of understanding with the AFSCME union to increase Ms. Tarrence's wages by \$3 per hour, effective January 1, 2022. Following discussion, Member Williams made a motion, seconded by Member O'Donnell-Ebner, as follows:

MOTION TO AUTHORIZE THE CITY ATTORNEY TO PREPARE A MEMO OF UNDERSTANDING WITH THE AFSCME UNION TO INCREASE MS. TARRENCE'S WAGES BY \$3.00 PER HOUR, EFFECTIVE JANUARY 1, 2022.

Upon a roll call vote taken and tallied by the City Administrator, the following Members voted in favor thereof, viz;

Cherryl Jostad	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried by a 4-0 vote.

City Council also reviewed Kayce Gentry's resignation letter as the City's Librarian. This item was informational, and no action was taken.

ITEM 3.6 – 2022 LODGING TAX CONTRACTS

City Attorney Wieser reviewed with City Council the following agreements regarding the 2022 lodging tax:

1. Marketing and Promotional Agreements between the City of La Crescent and La Crosse Area Convention and Visitor Bureau, Inc.
2. Marketing and Promotional Agreements between the City of La Crescent and La Crescent Area Event Center, Inc.
3. Marketing and Promotional Agreements between the City of La Crescent and La Crescent Area Chamber of Commerce and Tourism.

The agreements are in substantially the same form as the last agreements with the exception of the term. The term of these agreements would begin January 1, 2022 and end December 31, 2022. Following discussion, Member Williams made a motion, seconded by Member Jostad, as follows:

MOTION TO APPROVE THE MARKETING AND PROMOTIONAL AGREEMENTS REGARDING THE 2022 LODGING TAX BETWEEN THE CITY OF LA CRESCENT AND THE LA CROSSE AREA CONVENTION AND VISITOR BUREAU, INC.; THE LA CRESCENT AREA EVENT CENTER, INC.; AND THE LA CRESCENT AREA CHAMBER OF COMMERCE AND TOURISM, AS PRESENTED.

Upon a roll call vote taken and tallied by the City Administrator, the following Members voted in favor thereof, viz;

Cherryl Jostad	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried by a 4-0 vote.

ITEM 3.7 – MASTER JOINT POWERS AGREEMENT/COURT AMENDMENT

City Attorney Wieser reviewed with City Council the proposed Joint Powers Agreement and Court Data Services Subscriber Amendment to CJDN Subscriber Agreement between the City of La Crescent and the Minnesota Bureau of Criminal Apprehension (BCA). The Agreement relates to information and data that the BCA obtains in support of criminal justice. The Agreement and Amendment are effective for five (5) years and were last executed in 2016. City Council also reviewed the proposed Resolution approving the Agreement and authorizing the Mayor and City Administrator to execute the Joint Powers Agreement and authorizing the City Attorney and City Police Chief to be designated as Authorized Representatives to sign any subsequent amendment or agreement that may be required. Following discussion, Member O'Donnell-Ebner introduced the following resolution and moved its passage and adoption:

RESOLUTION NO. 11-21-34

RESOLUTION APPROVING STATE OF MINNESOTA JOINT POWERS AGREEMENTS WITH THE CITY OF LA CRESCENT ON BEHALF OF ITS CITY ATTORNEY AND POLICE DEPARTMENT

WHEREAS, the City of La Crescent on behalf of its Prosecuting Attorney and Police Department desires to enter into Joint Powers Agreements with the State of Minnesota, Department of Public Safety, Bureau of Criminal Apprehension to use systems and tools available over the State's criminal justice data communications network for which the City is eligible. The Joint Powers Agreements further provide the City with the ability to add, modify and delete connectivity, systems and tools over the five year life of the agreement and obligates the City to pay the costs for the network connection.

NOW, THEREFORE, BE IT RESOLVED by the City Council of La Crescent, Minnesota as follows:

1. That the State of Minnesota Joint Powers Agreements by and between the State of Minnesota acting through its Department of Public Safety, Bureau of Criminal Apprehension and the City of La Crescent on behalf of its Prosecuting Attorney and Police Department are hereby approved.

2. That the Chief of Police, Douglas Stavenau, or his successor, is designated the Authorized Representative for the La Crescent Police Department. The Authorized Representative is also authorized to sign any subsequent amendment or agreement that may be required by the State of Minnesota to maintain the City's connection to the systems and tools offered by the State.

To assist the Authorized Representative with the administration of the agreement, Wieser Law Office, P.C., Al Wieser, III is appointed as the Authorized Representative's designee.

3. That Wieser Law Office, P.C., Al Wieser, III, or his or her successor, is designated the Authorized Representative for the Prosecuting Attorney. The Authorized Representative is also authorized to sign any subsequent amendment or agreement that may be required by the State of Minnesota to maintain the City's connection to the systems and tools offered by the State.

To assist the Authorized Representative with the administration of the agreement, Wieser Law Office, P.C., Al Wieser, III is appointed as the Authorized Representative's designee.

4. That Mike Poellinger, the Mayor for the City of La Crescent, and Bill Waller, the City Administrator for the City of La Crescent, are authorized to sign the State of Minnesota Joint Powers Agreements.

ADOPTED this 8th day of November, 2021.

SIGNED:

Mike Poellinger, Mayor

ATTEST:

Bill Waller, City Administrator

The foregoing motion was duly seconded by Member Williams and upon a roll call vote taken and tallied by the City Administrator, all Members present voted in favor thereof, viz;

Cherryl Jostad	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried and the resolution duly passed and adopted by a 4-0 vote.

ITEM 3.8 – DECEMBER CITY COUNCIL MEETING SCHEDULE

City Administrator Waller reviewed with City Council that due to the Christmas holiday, it was recommended to City Council to move the second regular meeting in December from Monday, December 27, to Monday, December 20, 2021. Following discussion, Member O'Donnell-Ebner made a motion, seconded by Member Jostad, as follows:

MOTION TO APPROVE MOVING THE SECOND REGULAR CITY COUNCIL MEETING IN DECEMBER FROM MONDAY, DECEMBER 27, TO MONDAY, DECEMBER 20, 2021.

Upon a roll call vote taken and tallied by the City Administrator, the following Members voted in favor thereof, viz;

Cherryl Jostad	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried by a 4-0 vote.

ITEM 3.9 – CITY HALL HOLIDAY HOURS

City Administrator Waller reviewed with City Council that due to the Christmas and News Years holidays falling on Friday and Saturday this year, it was recommended to City Council to approve the following City Hall hours and pay for AFSCME employees for the 2021 holiday season:

1. City Hall would close at 12:30 in the afternoon on both Thursday, December 23rd and Thursday, December 30th, 2021. This would be the half-day holiday that employees receive for Christmas Eve and New Year's Eve.
2. City Hall would be closed on Friday, December 24th, and Friday, December 31st. AFSCME employees that work at City Hall would receive 8 hours of holiday pay at straight time for each of these two days. There are 7 full-time and 1 part-time employee that fall in this classification.

Following discussion, Member Williams made a motion, seconded by Member O'Donnell-Ebner, as follows:

MOTION TO APPROVE THAT CITY HALL WOULD CLOSE AT 12:30 IN THE AFTERNOON ON BOTH THURSDAY, DECEMBER 23RD AND THURSDAY, DECEMBER 30TH, 2021 AND THAT THIS WOULD BE THE HALF-DAY HOLIDAY THAT EMPLOYEES RECEIVE FOR CHRISTMAS EVE AND NEW YEAR'S EVE.

Upon a roll call vote taken and tallied by the City Administrator, the following Members voted in favor thereof, viz;

Cherryl Jostad	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried by a 4-0 vote.

Following discussion, Member Williams made a motion, seconded by Member O'Donnell-Ebner, as follows:

MOTION TO APPROVE THAT CITY HALL WOULD BE CLOSED ON FRIDAY, DECEMBER 24TH AND FRIDAY, DECEMBER 31ST, 2021 AND THAT AFSCME FULL-TIME EMPLOYEES THAT WORK AT CITY HALL WOULD RECEIVE 8 HOURS OF HOLIDAY PAY AND PART-TIME EMPLOYEES WOULD RECEIVE 4 HOURS OF HOLIDAY PAY AT STRAIGHT TIME FOR EACH OF THESE TWO DAYS.

Upon a roll call vote taken and tallied by the City Administrator, the following Members voted in favor thereof, viz;

Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and Member Cherryl Jostad voted against the same. The motion was declared duly carried by a 3-1 vote.

ITEM 3.10 – REVIEW CITY HALL HOURS/DAYS

City Administrator Waller reviewed with City Council that in May of 2020 the City Council approved a change in the days and hours of operation for City Hall. It was agreed that the change would be evaluated and modified as necessary, and remain in effect through the end of 2020. In December of 2020, the City Council agreed to continue with City Hall being open from 7:30 am to 6:00 pm, Monday through Thursday. This change was through the end of 2021, with the understating that it would be reviewed prior to the end of 2021. It is believed that the change has been well received by a majority of the public, and has accomplished its goal of providing additional hours of service to individuals that would otherwise not be able to get to City Hall during the previous hours of operation. City Council also reviewed an Agenda Request from John Radecki regarding this item with Mr. Radecki addressing City Council. Following discussion, Member Williams made a motion, seconded by Member Jostad, as follows:

MOTION TO APPROVE THAT CITY HALL WOULD BE OPEN 5 DAYS A WEEK BEGINNING IN 2022 AND THAT A RECOMMENDATION REGARDING THE HOURS WOULD BE PRESENTED AT THE NEXT CITY COUNCIL MEETING.

Upon a roll call vote taken and tallied by the City Administrator, the following Members voted in favor thereof, viz;

Cherryl Jostad	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried by a 4-0 vote.

ITEM 3.11 – DEVELOPMENT COMMISSION BY-LAW AMENDMENT

City Administrator Waller reviewed with City Council the Rules and By-Laws for the City's Development Commission. The Development Commission is recommending that the By-Laws be amended to include the addition of the Executive Director of the La Crescent Chamber of Commerce as an ex-officio member. Following discussion, Member Jostad made a motion, seconded by Member O'Donnell-Ebner, as follows:

MOTION TO APPROVE THE AMENDMENT OF THE RULES AND BY-LAWS FOR THE CITY'S DEVELOPMENT COMMISSION AS PROPOSED TO INCLUDE THE ADDITION OF THE EXECUTIVE DIRECTOR OF THE LA CRESCENT CHAMBER OF COMMERCE AS AN EX-OFFICIO MEMBER.

Upon a roll call vote taken and tallied by the City Administrator, the following Members voted in favor thereof, viz;

Cherryl Jostad	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried by a 4-0 vote.

ITEM 3.12 – DEVELOPMENT COMMISSION APPOINTMENT

City Council reviewed the recommendation to appoint Sarah Danielson to the City's Development Commission to fill the vacancy created by Eileen Krenz's resignation. Following discussion, Member Williams made a motion, seconded by Member O'Donnell-Ebner, as follows:

MOTION TO APPOINT SARAH DANIELSON TO THE CITY'S DEVELOPMENT COMMISSION TO FILL THE VACANCY CREATED BY EILEEN KRENZ'S RESIGNATION.

Upon a roll call vote taken and tallied by the City Administrator, the following Members voted in favor thereof, viz;

Cherryl Jostad	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried by a 4-0 vote.

ITEM 3.13 – DONATION RESOLUTION

City Council reviewed a Resolution regarding the acceptance of donations to the City for the month of October, 2021. Following review and discussion, Member O'Donnell-Ebner introduced the following resolution and moved its passage and adoption:

RESOLUTION NO. 11-21-35

**RESOLUTION ACCEPTING DONATIONS MADE TO THE
CITY OF LA CRESCENT IN OCTOBER, 2021**

WHEREAS, the following donations were made to the City of La Crescent in the month of October, 2021:

1. The Rotary Club of La Crescent wishes to donate \$1,750.02 to be used towards the new playground at Veterans Park.
2. The La Crescent Area Healthy Community Partnership-Community Garden wishes to donate \$100.00 to the La Crescent Fire Department for departmental purposes.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of La Crescent hereby accepts the donation stated above.

ADOPTED this 8th day of November, 2021.

SIGNED:

Mayor

ATTEST:

City Administrator

The motion for the adoption of the foregoing resolution was duly seconded by Member Jostad and upon a roll call vote taken and tallied by the City Administrator, all Members present voted in favor thereof, viz;

Cherryl Jostad	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried by 4-0 vote and the resolution duly passed and adopted.

ITEM 3.14 – UPDATE ON DRIVERS LICENSE TESTING

City Administrative Assistant Boettcher reviewed with City Council that according to Richard Pike, DPS Region Supervisor for our area, when MV testing services return to La Crescent it will be limited to road testing only. All written testing in our area will be conducted at the Winona exam station, which will be open Monday through Friday. DPS has interviewed and selected candidates for the examining positions. The candidates are in the background approval phase and then will move into training. Mr. Pike does not expect the training to be complete before the end of December. Therefore, the City would not anticipate that the Community room will be utilized by DPS before January of 2022. This item was informational, and no action was taken.

ITEM 3.15 – 2022 BUDGET REVIEW

City Council reviewed the proposed 2022 general fund budget and proposed resolution that sets the preliminary levy. Discussion followed. This item was informational, and no action was taken.

ITEM 8 – CHAMBER OF COMMERCE

Jerry Berns of the La Crescent Chamber of Commerce reviewed with City Council the Chamber's new website.

There being no further business to come before the Council at this time, Member Williams made a motion, seconded by Member O'Donnell-Ebner, to adjourn the meeting. Upon a roll call vote taken and tallied by the City Administrator, the following Members present voted in favor thereof, viz;

Cherryl Jostad	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried by a 4-0 vote and the meeting duly adjourned at 6:59 PM.

APPROVAL DATE: _____

SIGNED:

Mayor

ATTEST:

City Administrator

#1.2



TO: Honorable Mayor and City Council Members
FROM: Bill Waller, City Administrator *BW*
DATE: November 18, 2021
RE: Bills Payable

Attached for review and consideration by the City Council are the bills payable for the period ending November 18, 2021. Included in the bills payable is the first payment request from ICON for the bridge project in the amount of \$651,988.13. We would suggest that the City Council approve the payment of the bills as presented.

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
3P ADMINISTRATORS, INC.						
11/2/21 L.O.	MEDICAL REIMB P/R DEDUCTED	11/04/2021	25.00	25.00	11/04/2021	
11/5/21 J.M.	MEDICAL REIMB P/R DEDUCTED	11/09/2021	59.97	59.97	11/09/2021	
11/8/21 L.O.	MEDICAL REIMB P/R DEDUCTED	11/10/2021	25.16	25.16	11/10/2021	
Total 9457:			110.13	110.13		
A-1 EXCAVATING INC						
HTM PAY REQ #	HORSETRACK MEADOWS UTILITY EXTENSION	10/20/2021	79,809.98	.00		
Total 26:			79,809.98	.00		
A1 PRECISION PUMPING INC						
9745	GC - PUMP SEPTIC TANK	10/19/2021	200.00	.00		
9745	GC - TOILET RENTAL CROSS COUNTRY MEET	10/19/2021	400.00	.00		
Total 9080:			600.00	.00		
ABILITY BUILDING CENTER INC						
11133	FD - CLEANING COMM RM	10/31/2021	129.00	.00		
11133	FD - CLEANING STATION	10/31/2021	21.50	.00		
Total 8085:			150.50	.00		
AMAZON CAPITAL SERVICES						
1GJT-KDJX-QRG	B&Z - STORAGE BINS	11/11/2021	165.70	.00		
1MQG-V9CX-37L	MAINT - TOOL REPAIR	10/17/2021	13.99	.00		
1R37-WCGD-F3	PARKS - BUILDING MAINTENANCE	10/26/2021	136.00	136.00	11/09/2021	
1R6W-CM9H-3X	LIGHT BAR FOR MAINTENANCE TRUCK	11/02/2021	259.99	259.99	11/09/2021	
Total 9956:			575.68	395.99		
AMERICAN LEGAL PUBLISHING CORP						
12076	LA CRESCENT ORD ON INTERNET-RENEWAL	11/17/2021	495.00	.00		
Total 8057:			495.00	.00		
AT&T MOBILITY						
10/21 FIRE	FD - WIRELESS	10/31/2021	100.30	.00		
Total 9870:			100.30	.00		
BAN-KOE SYSTEMS GROUP						
5294	WATER PLANT - ANNUAL FIRE ALARM MONITORING	11/01/2021	378.00	.00		
Total 102:			378.00	.00		
BEAM INSURANCE ADMINISTRATORS LLC						
11/21 STMT	EMPLOYER PAID DENTAL - CLERK	11/01/2021	100.16	100.16	11/03/2021	
11/21 STMT	EMPLOYER PAID DENTAL - PD	11/01/2021	384.33	384.33	11/03/2021	
11/21 STMT	EMPLOYER PAID DENTAL - FD	11/01/2021	2.98	2.98	11/03/2021	
11/21 STMT	EMPLOYER PAID DENTAL - STREET	11/01/2021	70.57	70.57	11/03/2021	
11/21 STMT	EMPLOYER PAID DENTAL - REC	11/01/2021	5.70	5.70	11/03/2021	
11/21 STMT	EMPLOYER PAID DENTAL - PARK	11/01/2021	25.03	25.03	11/03/2021	
11/21 STMT	A/R - DENTAL - PAUL KENAGA	11/01/2021	74.48	74.48	11/03/2021	
11/21 STMT	A/R - DENTAL - DEB OLIVER	11/01/2021	74.48	74.48	11/03/2021	
11/21 STMT	A/R - DENTAL - BARB GILE	11/01/2021	74.48	74.48	11/03/2021	

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
11/21 STMT	DENTAL INSURNACE WITHHELD	11/01/2021	239.83	239.83	11/03/2021	
11/21 STMT	EMPLOYER PAID DENTAL - LIBRARY	11/01/2021	37.24	37.24	11/03/2021	
11/21 STMT	EMPLOYER PAID DENTAL - WATER	11/01/2021	93.29	93.29	11/03/2021	
11/21 STMT	EMPLOYER PAID DENTAL - SEWER	11/01/2021	70.21	70.21	11/03/2021	
11/21 STMT	A/R - DENTAL - PHYLLIS FEIOCK	11/01/2021	37.24	37.24	11/03/2021	
11/21 STMT	A/R - DENTAL - ROSE ALBRECHT	11/01/2021	37.24	37.24	11/03/2021	
11/21 STMT	A/R - DENTAL - JANE PAULSON	11/01/2021	74.48	74.48	11/03/2021	
Total 9858:			1,401.74	1,401.74		
BOB'S SERVICE						
559964	ANIMAL RESCUE - FALL/WINTER MAINTENANCE	11/08/2021	166.35	.00		
Total 8841:			166.35	.00		
CINTAS CORPORATION						
4097669547	MAINTENANCE - CLEANING	10/04/2021	3.50	.00		
4097669547	MAINTENANCE - UNIFORMS	10/04/2021	14.56	.00		
4098343296	MAINTENANCE - CLEANING	10/11/2021	3.50	.00		
4098343296	MAINTENANCE - UNIFORMS	10/11/2021	14.56	.00		
4098343330	GOLF COURSE - CLEANING	10/11/2021	19.77	.00		
4098343339	CITY HALL - CLEANING	10/11/2021	31.79	.00		
4099000082	MAINTENANCE - CLEANING	10/18/2021	3.50	.00		
4099000082	MAINTENANCE - UNIFORMS	10/18/2021	14.56	.00		
4099686886	MAINTENANCE - CLEANING	10/25/2021	3.50	.00		
4099686886	MAINTENANCE - UNIFORMS	10/25/2021	14.56	.00		
4099686965	GOLF COURSE - CLEANING	10/25/2021	19.77	.00		
4099686985	CITY HALL - CLEANING	10/25/2021	39.47	.00		
Total 9696:			183.04	.00		
CITY TREASURER'S OFFICE						
#8 10/31/21	STATE TRANSIT FUNDING PASS THRU	11/05/2021	50,708.50	.00		
180683	WASTEWATER TO LACROSSE	10/31/2021	18,181.52	.00		
Total 1086:			68,890.02	.00		
CLEARWAY COMMUNITY SOLAR LLC						
9/21 STMT	321 MAINT ST - LIBRARY	09/30/2021	135.31	.00		
9/21 STMT	219 MAINT ST - UNIT LIGHTS	09/30/2021	64.68	.00		
9/21 STMT	31 MC INTOSH RD - LIFT STATION	09/30/2021	9.35	.00		
9/21 STMT	520 S 14TH ST - ICE ARENA	09/30/2021	2,117.41	.00		
9/21 STMT	336 S 1ST ST - COMM BLDG	09/30/2021	127.39	.00		
9/21 STMT	608 S 7TH ST - POOL	09/30/2021	423.38	.00		
9/21 STMT	722 N 2ND ST - RADIUM PLANT	09/30/2021	1,644.28	.00		
9/21 STMT	202 MAIN ST - FLAG LIGHT	09/30/2021	2.63	.00		
9/21 STMT	1450 HWY 16 - LIFT STATION	09/30/2021	24.65	.00		
9/21 STMT	193 MCINTOSH RD - BOOSTER STATION	09/30/2021	151.60	.00		
9/21 STMT	110 MIDNGHT - LIFT STATION	09/30/2021	42.99	.00		
9/21 STMT	209 S WALNUT - LAC SIGN	09/30/2021	11.62	.00		
9/21 STMT	219 CHESTNUT ST - BRIDGE LIGHTS	09/30/2021	46.36	.00		
9/21 STMT	1323 SPRUCE DR - ABNET FIELD	09/30/2021	25.98	.00		
9/21 STMT	608 S 7TH ST - TENNIS COURT LIGHTS	09/30/2021	8.27	.00		
9/21 STMT	400 LARCH AVE - WELL 2	09/30/2021	537.40	.00		
9/21 STMT	200 STONEY POINT - WELL HOUSE	09/30/2021	656.67	.00		
9/21 STMT	523 S CHESTNUT ST - ANIMAL SHELTER	09/30/2021	33.25	.00		
9/21 STMT	407 ORCHARDVIEW - BOOSTER STATION	09/30/2021	250.79	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
9/21 STMT	1200 JONATHAN LANE - PARK SHELTER	09/30/2021	35.38	.00		
Total 9854:			6,349.39	.00		
CULLIGAN WATER CONDITIONING						
285X20155705	CITY HALL - WATER COOLER RENTAL	11/01/2021	39.95	.00		
285X20155705	MAINT - WATER COOLER RENTAL	11/01/2021	39.95	.00		
285X20155705	PD - WATER COOLER RENTAL	11/01/2021	39.95	.00		
285X20182808	FD - WATER COOLER RENTAL	11/01/2021	42.70	.00		
Total 231:			162.55	.00		
DEPT OF NATURAL RESOURCES						
10/26/21 - 11/1/2	WEEKLY RECREATIONAL VEH. REGIST.	11/01/2021	588.13	588.13	11/05/2021	
Total 318:			588.13	588.13		
EFTPS - ELECTRONIC FEDERAL TAX						
10/29/21 P/R	FED/FICA/MEDICARE	11/03/2021	15,028.67	15,028.67	11/03/2021	
Total 1127:			15,028.67	15,028.67		
EMERGENCY COMMUNICATION SYSTEM						
3444	SIREN MAINTENANCE	11/11/2021	1,179.00	.00		
Total 9426:			1,179.00	.00		
EMERGENCY MEDICAL PRODUCTS INC						
2294560	FD - MEDICAL SUPPLIES	11/01/2021	76.08	.00		
Total 433:			76.08	.00		
EVIDENT, INC.						
184006A	PD - FIELD TESTING KITS	10/29/2021	88.44	.00		
Total 9798:			88.44	.00		
GUNDERSEN HEALTH SYSTEM						
11/6/21 STMT	MAINT - DRUG SCREENS	11/02/2021	114.00	.00		
Total 622:			114.00	.00		
HACH COMPANY						
12629381	WATER TESTING SUPPLIES	09/07/2021	57.60	.00		
Total 611:			57.60	.00		
HARTLAND LUBRICANT & CHEMICALS						
SI224562	POOL - ANTIFREEZE FOR WATERLINES	11/03/2021	357.55	.00		
Total 174:			357.55	.00		
HOKAH CO-OP OIL ASSOCIATION						
168126	GC - OIL FOR MOWER	10/07/2021	111.60	.00		
Total 715:			111.60	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
ICON CONSTRUCTORS, LLC						
WAGON WH PH	WAGON WHEEL PH 3 PED BRIDGE	11/14/2021	651,988.13	.00		
Total 9990:			651,988.13	.00		
IDEAL CRANE RENTAL						
430591	RENT - LIFT TO REPAIR ARENA SPRINKLER LINES	10/29/2021	245.00	.00		
Total 9445:			245.00	.00		
KANSAS CITY LIFE INSURANCE CO.						
11/21 STMT	EMPLOYER PAID INS. - CLERK	11/01/2021	22.96	22.96	11/03/2021	
11/21 STMT	EMPLOYER PAID INS. - PD	11/01/2021	86.64	86.64	11/03/2021	
11/21 STMT	EMPLOYER PAID INS. - STREET	11/01/2021	20.14	20.14	11/03/2021	
11/21 STMT	EMPLOYER PAID INS. - REC	11/01/2021	1.99	1.99	11/03/2021	
11/21 STMT	EMPLOYER PAID INS. - G.C.	11/01/2021	.01-	.01-	11/03/2021	
11/21 STMT	EMPLOYER PAID INS. - PARKS	11/01/2021	3.85	3.85	11/03/2021	
11/21 STMT	EMPLOYER PAID INS. - LIBRARY	11/01/2021	37.00	37.00	11/03/2021	
11/21 STMT	EMPLOYER PAID INS. - WATER	11/01/2021	19.42	19.42	11/03/2021	
11/21 STMT	EMPLOYER PAID INS. - SEWER	11/01/2021	16.82	16.82	11/03/2021	
11/21 STMT	P/R - DEDUCTIONS	11/01/2021	204.17	204.17	11/03/2021	
Total 8915:			412.98	412.98		
L.N. CURTIS & SONS						
INV540548	FD - THERMAL BATTERIES	11/02/2021	271.24	.00		
Total 9991:			271.24	.00		
LA CRESCENT AUTO REPAIR, INC						
22161	PD - P21 MAINTENANCE	11/09/2021	32.23	.00		
Total 8168:			32.23	.00		
LA CROSSE TRIBUNE						
10/26/21 8 WEE	CITY HALL - 8 WEEKS SUBSCRIPTION DAILY	10/26/2021	129.00	.00		
LIB 10/12/21 13	LIBRARY - SUBSCRIPTION RENEWAL	10/12/2021	58.18	.00		
Total 8522:			187.18	.00		
LAPPIN'S LLC						
15993	CITY HALL - CLEANING	10/31/2021	1,555.00	.00		
Total 9677:			1,555.00	.00		
MATHY CONSTRUCTION COMPANY INC						
5200020245	STREET PATCH	11/13/2021	770.03	.00		
Total 1303:			770.03	.00		
MENARDS-LA CROSSE						
57769	STRET - CHRISTMAS DECORATIONS	11/03/2021	39.80	.00		
58085	MAINTENANCE - XMAS LIGHTS	11/10/2021	319.80	.00		
58085	PARK - POLE PROTECTORS	11/10/2021	82.59	.00		
Total 1352:			442.19	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
MIENERGY COOPERATIVE						
10/21 STMT	ELECT UTILITIES-CRESC.HGTS.& WILDWOOD SEC LIGH	10/31/2021	245.81	245.81	11/18/2021	
10/21 STMT	ELECT UTILITIES-GC POP MACH.	10/31/2021	98.81	98.81	11/18/2021	
10/21 STMT	ELECT UTILITIES-GC CLUBHOUSE	10/31/2021	701.69	701.69	11/18/2021	
10/21 STMT	ELECT UTILITIES-GC IRRIGATION & PARKING LOTS LIGH	10/31/2021	855.73	855.73	11/18/2021	
10/21 STMT	ELECT UTILITIES - HORSETRACK MEADOWS LIFT STATI	10/31/2021	144.29	144.29	11/18/2021	
10/21 STMT	ELECT UTILITIES - WIESER PARK	10/31/2021	77.38	77.38	11/18/2021	
Total 2012:			2,123.71	2,123.71		
MINNESOTA CHILD SUPPORT PAYMENT CENTER						
11/12/21 001563	MN CHILD SUPPORT	11/15/2021	602.21	602.21	11/15/2021	
Total 9597:			602.21	602.21		
MINNESOTA DEPT OF REVENUE						
10/29/21 P/R	MN STATE WHT	11/04/2021	3,170.00	3,170.00	11/04/2021	
Total 227:			3,170.00	3,170.00		
MINNESOTA ENERGY RESOURCES INC						
10/21 STMT	ANIMAL SHELTER GAS UTILITIES	10/31/2021	70.98	70.98	11/18/2021	
10/21 STMT	ICE ARENA GAS UTILITIES	10/31/2021	532.53	532.53	11/18/2021	
10/21 STMT	COMM BLDG - GAS UTILITIES	10/31/2021	153.40	153.40	11/18/2021	
10/21 STMT	POOL - GAS UTILITIES	10/31/2021	48.09	48.09	11/18/2021	
10/21 STMT	CONTROL BLDG - GAS UTILITIES	10/31/2021	41.74	41.74	11/18/2021	
10/21 STMT	PUMP HOUSE MCINTOSH	10/31/2021	51.42	51.42	11/18/2021	
10/21 STMT	PUMP HOUSE ORCHARDVIEW	10/31/2021	18.00	18.00	11/18/2021	
10/21 STMT	ABNET RESTROOMS	10/31/2021	43.45	43.45	11/18/2021	
10/21 STMT	MAINT BUILDING GAS UTILITIES	10/31/2021	421.77	421.77	11/18/2021	
10/21 STMT	LIBRARY GAS UTILITIES	10/31/2021	35.92	35.92	11/18/2021	
10/21 STMT	CITY HALL GAS UTILITIES	10/31/2021	140.53	140.53	11/18/2021	
Total 8171:			1,557.83	1,557.83		
MINNESOTA STATE RETIREMENT SYS						
10/29/21 P/R	DEFERRED COMP. DEDUCTIONS/CONTRIBUTIONS	11/03/2021	925.90	925.90	11/03/2021	
Total 1285:			925.90	925.90		
NATIONAL BAND & TAG COMPANY						
139816	DOG & CAT TAGS	10/29/2021	161.06	.00		
Total 9038:			161.06	.00		
PETTY CASH - POLICE DEPT.						
5/18-10/21	PD - ALCOHOL & TOBACCO COMPLIANCE CHECKS	10/14/2021	89.68	89.68	11/09/2021	
5/18-10/21	PD - OFFICE	10/14/2021	5.28	5.28	11/09/2021	
Total 1146:			94.96	94.96		
PRO HYDRO-TESTING LLC						
104018	FD - HYDRO TESTING EQUIPMENT SERVICE	11/09/2021	52.00	.00		
Total 9648:			52.00	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
PUBLIC EMPLOYEES RETIREMENT AS						
10/29/21 P/R	RETIREMENT DEDUCTIONS/CONTRIB.-CORD & PF	11/03/2021	16,774.09	16,774.09	11/03/2021	
Total 1612:			16,774.09	16,774.09		
PUMP 4 LESS						
10/21 POLICE	POLICE DEPT - MOTOR FUEL	10/31/2021	497.34	.00		
Total 8604:			497.34	.00		
SEMCO						
12/16/21 CLASS	B&Z - CONTINUING ED	11/15/2021	90.00	.00		
Total 8621:			90.00	.00		
SOUTHEAST SERVICE COOPERATIVE						
11/21 STMT	EMPLOYER PAID HEALTH INS - CLERK	11/01/2021	1,806.45	1,806.45	11/01/2021	
11/21 STMT	EMPLOYER PAID HEALTH INS - PD	11/01/2021	6,533.00	6,533.00	11/01/2021	
11/21 STMT	EMPLOYER PAID HEALTH INS - FD	11/01/2021	66.48	66.48	11/01/2021	
11/21 STMT	EMPLOYER PAID HEALTH INS - STREET	11/01/2021	1,859.71	1,859.71	11/01/2021	
11/21 STMT	EMPLOYER PAID HEALTH INS - REC	11/01/2021	179.83	179.83	11/01/2021	
11/21 STMT	EMPLOYER PAID HEALTH INS - PARKS	11/01/2021	708.27	708.27	11/01/2021	
11/21 STMT	EMPLOYER PAID HEALTH INS - LIBRARY	11/01/2021	887.06	887.06	11/01/2021	
11/21 STMT	EMPLOYER PAID HEALTH INS - WATER	11/01/2021	1,584.32	1,584.32	11/01/2021	
11/21 STMT	EMPLOYER PAID HEALTH INS - SEWER	11/01/2021	1,294.80	1,294.80	11/01/2021	
11/21 STMT	HEALTH INSURANCE WITHHELD	11/01/2021	2,098.08	2,098.08	11/01/2021	
Total 8401:			17,018.00	17,018.00		
SUPERIOR TURF SERVICES						
1827	GC - CHEMICALS	10/29/2021	1,432.73	.00		
1833	GC - CHEMICALS	11/03/2021	64.94	.00		
Total 9826:			1,497.67	.00		
ULINE						
140470281	PPE-PD	10/26/2021	234.50	.00		
Total 9422:			234.50	.00		
VERIZON WIRELESS						
9891620638	FD - MOBILE	10/28/2021	120.03	.00		
9891641188	B&Z - COMPUTER DATA	10/31/2021	39.96	.00		
9891641188	WATER DEPT - DATA	10/31/2021	34.95	.00		
9891641188	SEWER DEPT - DATA	10/31/2021	34.95	.00		
9891641188	PD - COMPUTER DATA & PHONE SERVICE	10/31/2021	270.21	.00		
Total 8973:			500.10	.00		
VISA						
10/31 STMT	FD - LUNCH MTG	10/31/2021	128.77	.00		
10/31 STMT	FD - BULK RECERTIFICATION RENEWALS	10/31/2021	325.00	.00		
10/31 STMT	B&Z - CODE BOOK	10/31/2021	277.38	.00		
10/31 STMT	B&Z - CODE BOOK	10/31/2021	106.88	.00		
10/31 STMT	PD - OFFICE HANGERS	10/31/2021	29.91	.00		
10/31 STMT	PD - INTERNET PEOPLE SEARCH	10/31/2021	75.00	.00		
10/31 STMT	MEALS - WASTEWATER SCHOOL 3 EMPLOYEES	10/31/2021	178.72	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
10/31 STMT	HOTEL ROOMS - WASTEWATER SCHOOL 2 EMPLOYEES	10/31/2021	432.48	.00		
10/31 STMT	LIB - OFFICE SUPPLIES	10/31/2021	26.85	.00		
10/31 STMT	LIB - PROCESSING MATERIALS	10/31/2021	33.72	.00		
10/31 STMT	LIB - PROGRAM SUPPLIES	10/31/2021	72.48	.00		
10/31 STMT	HOTEL - WATER SCHOOL 1 EMPLOYEE	10/31/2021	216.24	.00		
10/31 STMT	PUB WORKS - LUNCH MTG	10/31/2021	26.82	.00		
10/31 STMT	R LEMKE - CLASS THROUGH UOFM EXTENSION	10/31/2021	145.00	.00		
10/31 STMT	PD - DEPT PHOTO IDS	10/31/2021	26.99	.00		
10/31 STMT	PD - INTERNET BACKGROUND SEARCH FOR PART TIME	10/31/2021	5.00	.00		
10/31 STMT	LIB - JOB POSTING	10/31/2021	60.00	.00		
10/31 STMT	LIB - BOOKS	10/31/2021	90.86	.00		
10/31 STMT	PD - PHOTO IDS FOR DEPT	10/31/2021	36.99	.00		
10/31 STMT	PD - PHOTO IDS FOR DEPT	10/31/2021	48.99	.00		
10/31 STMT	PD - BCA DMT RECERTIFICATION 1 EMPLOYEE	10/31/2021	75.00	.00		
10/31 STMT	PD - REPLACE BROKEN CABLES IN CAR COMPUTER	10/31/2021	32.03	.00		
Total 2208:			2,451.11	.00		
WATER SYSTEMS CO.						
981730	LIBRARY - COOLER RENTAL	10/31/2021	6.00	.00		
Total 8605:			6.00	.00		
XCEL ENERGY						
10/21 STMT	TENNIS COURT LIGHTS	10/31/2021	17.90	17.90	11/18/2021	
10/21 STMT	SHORE ACRES	10/31/2021	260.33	260.33	11/18/2021	
10/21 STMT	LIFT STATION 1450 HWY 16	10/31/2021	29.14	29.14	11/18/2021	
10/21 STMT	WWTP	10/31/2021	528.21	528.21	11/18/2021	
10/21 STMT	RESERVOIR	10/31/2021	13.61	13.61	11/18/2021	
10/21 STMT	WELL 2	10/31/2021	456.13	456.13	11/18/2021	
10/21 STMT	FLAG LIGHT 226 MAIN	10/31/2021	18.37	18.37	11/18/2021	
10/21 STMT	FLAG LIGHT 202 MAIN	10/31/2021	9.09	9.09	11/18/2021	
10/21 STMT	CITY HALL	10/31/2021	480.93	480.93	11/18/2021	
10/21 STMT	WELLL 3	10/31/2021	1,260.55	1,260.55	11/18/2021	
10/21 STMT	LIFT STATION 31 MCINTOSH	10/31/2021	15.79	15.79	11/18/2021	
10/21 STMT	ICE ARENA	10/31/2021	2,598.14	2,598.14	11/18/2021	
10/21 STMT	STREET LIGHTS PO BOX 142	10/31/2021	5,724.90	5,724.90	11/18/2021	
10/21 STMT	GARAGE	10/31/2021	31.97	31.97	11/18/2021	
10/21 STMT	SIGN LIGHT 525 S CHESTNUT	10/31/2021	13.08	13.08	11/18/2021	
Total 1410:			11,458.14	11,458.14		
ZENKE INC						
6692	REPAIR STORM WATER DITCH AT BEACON & HARALSON	10/26/2021	17,724.45	.00		
Total 2412:			17,724.45	.00		
Grand Totals:			909,816.80	71,662.48		

#1.3

CITY OF LA CRESCENT
CASH BALANCES
OCTOBER 31, 2021

FUND	AUDITED 12/31/2020 BALANCE	UNAUDITED 10/31/2021 BALANCE
CAPITAL PROJECTS		
2017A Equipment Certificate (446)	176,676.99	40,619.51
2019B G.O. Improvement Projects (449)	8,939.46	8,625.97
2020A G.O. Improvement Projects (450)	662,916.41	666,523.32
TOTAL CAPITAL PROJECTS	848,532.86	715,768.80
WATER FUND (601)		
Unreserved	43,586.60	-88,364.32
2008A Water Revenue Bonds	0.00	0.00
2012B Water Revenue Bonds	0.00	0.00
2016A Water Revenue Bonds	0.00	0.00
TOTAL WATER FUND	43,586.60	-88,364.32
SEWER FUND (602)		
Unreserved	-223,722.55	-381,376.45
2008A Sewer Revenue Bonds	0.00	0.00
2012B Sewer Revenue Bonds	0.00	0.00
2016A Sewer Revenue Bonds	0.00	0.00
Designated Funds for Plant Replacement	262,643.64	264,624.13
TOTAL SEWER FUND	38,921.09	-116,752.32
SOLID WASTE (603)		
Unreserved	26,057.67	12,096.36
TOTAL SOLID WASTE	26,057.67	12,096.36
LICENSE BUREAU (604)		
Unreserved	330,325.15	272,265.94
TOTAL LICENSE BUREAU	330,325.15	272,265.94
PINE CREEK GOLF COURSE (613)		
Unreserved	-56,429.67	16,129.03
TOTAL GOLF COURSE	-56,429.67	16,129.03
ICE ARENA (615)		
Unreserved	-229,864.18	-209,906.67
	-229,864.18	-209,906.67
TOTAL FUNDS	\$4,719,575.42	\$3,820,828.67

CITY OF LA CRESCENT
CASH BALANCES
OCTOBER 31, 2021

FUND	AUDITED 12/31/2020 BALANCE	UNAUDITED 10/31/2021 BALANCE
GENERAL (101)		
Unreserved	1,624,986.40	1,062,070.35
TOTAL GENERAL FUND	<u>1,624,986.40</u>	<u>1,062,070.35</u>
REVOLVING LOAN FUND (204)		
SCDP Grant Funds Returned	21,732.93	21,732.93
TOTAL REVOLVING LOAN FUND	<u>21,732.93</u>	<u>21,732.93</u>
LIBRARY (211)		
Unreserved	-30,835.56	-52,925.59
TOTAL LIBRARY	<u>-30,835.56</u>	<u>-52,925.59</u>
FIRE DEPARTMENT (213)		
Unreserved	320,580.97	381,624.63
	<u>320,580.97</u>	<u>381,624.63</u>
TAX INCREMENT FINANCE DISTRICTS		
Tax Increment 2-1 Duckett (252)	23,755.41	17,967.79
Tax Increment 5-1 Heth's (257)	5,506.47	-3,300.84
Tax Increment 4-2 Gundersen (258)	95,043.92	113,825.34
Tax Increment 6-1 Schumacher Kish (259)	15,688.76	18,319.51
Tax Increment 1-8 Event Ctr/Hotel (260)	1,007.18	692.58
Tax Increment 1-9 31 S. Walnut (261)	0.00	-6,966.15
	<u>141,001.74</u>	<u>140,538.23</u>
DEBT SERVICE		
Bonds Paid Up (300)	19,398.35	19,676.62
2009A G.O. Refunding Bonds (322)	201,083.81	161,857.69
2011A G.O. Imp. Bonds (324)	20,190.82	-15,283.88
2011B G.O. Rec. Facilities (325)	272,697.18	197,342.27
2013A G.O. Equipment Certificates (326)	126,647.83	175,731.31
2016A G.O. Refunding Bonds (327)	97,458.66	55,674.46
2017A G.O. Equipment Certificates (328)	114,576.15	69,305.24
2018A G.O. Imp. Bonds (329)	157,553.88	87,522.65
2019A G.O. Equipment Certificates (330)	55,483.93	24,625.98
2019B G.O. Imp. Bonds (331)	5,450.17	12,442.22
2020A G.O. Imp. Bonds-HTM (332)	568,130.57	877,120.09
2020A G.O. Imp. Bonds-Arena (333)	2,308.07	536.65
TOTAL DEBT SERVICE	<u>1,640,979.42</u>	<u>1,666,551.30</u>

CITY OF LA CRESCENT
CASH & INVESTMENT ANALYSIS
OCTOBER 31, 2021

PETTY CASH & CASH DRAWERS	3,650.00
NOW CHECKING (5000047)/SWEEP ACCT	2,299,686.72
PSN DEPOSITORY ACCT (40031122)	22,059.99
HOME FEDERAL SAVINGS ACCT (4000061304)	174,040.81
PINE CREEK GOLF COURSE (9191115)	16,148.15
ICD SECURITIES, INC. MM (33682956)	2,045.74
MULTI-BANK SECURITIES, INC. - MM	197.26
MULTI-BANK SECURITIES, INC. - GOVT SEC.	0.00
MULTI-BANK SECURITIES, INC. - CD'S	938,000.00
ICD SECURITIES, INC. CD'S	365,000.00
	<u>\$3,820,828.67</u>

<u>TOTAL INVESTMENTS-THIS YEAR</u>	
MONEY MARKET, TREAS INDEX & CASH ACCTS	2,517,828.67
CD'S	1,303,000.00
GOVERNMENT SECURITIES	0.00
	<u>3,820,828.67</u>
RATES ON INVESTMENTS	0.10% - 2.65%

<u>TOTAL INVESTMENTS-LAST YEAR</u>	
MONEY MARKET, TREAS INDEX & CASH ACCTS	2,192,453.03
CD'S	1,503,927.40
GOVERNMENT SECURITIES	0.00
	<u>3,696,380.43</u>
RATES ON INVESTMENTS	0.10% - 2.65%

#1.4

CITY OF LACRESCENT

Trial Balance

Page: 1

GL Period: 10/21

Nov 10, 2021 04:27PM

LIBRARY FUND

Report Criteria:

Actual Amounts

All Accounts

Include FUNDS: 211

Page and Total by FUND

All Segments Tested for Total Breaks

Account Number	Title	Debit Amount	Credit Amount
211-10000	CASH & INVESTMENTS		52,925.59-
211-10200	PETTY CASH-LIBRARY	.00	
211-10450	INTEREST RECEIVABLE	.00	
211-10700	TAXES RECEIVABLE DELINQUENT	753.03	
211-11550	ACCTS RECEIVABLE - OTHER	.00	
211-13203	DUE FROM COUNTY	.00	
211-15500	PREPAID INSURANCE	2,528.99	
211-20200	ACCOUNTS PAYABLE		363.83-
211-21500	ACCRUED INTEREST PAYABLE		173.55-
211-21600	ACCRUED WAGES/SAL PAYABLE	.00	
211-22810	SALES TAX PAYABLE-LIBRARY	.00	
211-25300	FUND BALANCE	33,019.94	
211-31013	LIBRARY TAX REVENUE		93,946.29-
211-31014	HOUSTON COUNTY LIBRARY LE		33,113.20-
211-31051	EXCESS TIF REVENUE REFUND	.00	
211-33161	FEDERAL CARES ACT FUNDS	.00	
211-33402	MARKET VALUE HOMESTEAD CREDIT	.00	
211-33620	WINONA COUNTY FUNDING		1,727.71-
211-34761	SELCO LIBRARY GRANT	.00	
211-34762	COPY MACHINE REVENUE		661.20-
211-34763	COMPUTER PRINTER REVENUE		634.08-
211-35103	FINES		956.65-
211-36200	MISCELLANEOUS INCOME	.00	
211-36210	INTEREST ON INVESTMENTS	.00	
211-36230	CONTRIBUTIONS		10,276.31-
211-36232	SUMMER SPONSORS		1,350.00-
211-36233	CONTRIBUTION-LA CRESC. TWNSHP		3,000.00-
211-36236	COMPUTER FUND REVENUE	.00	
211-36238	GRANT/SCHOLARSHIP FUNDING	.00	
211-36241	INSURANCE REIMBURSEMENT	.00	
211-36243	ACE CAPITAL CREDITS	.00	
211-39200	FRIENDS OF THE LIBRARY	.00	
211-39201	TRANSFER FROM GEN. FUND	.00	
211-45500-101	WAGES - FULL-TIME	73,126.16	
211-45500-102	OVERTIME PAY	23.40	
211-45500-103	WAGES - PART-TIME	22,010.70	
211-45500-111	SEVERANCE PAY	.00	
211-45500-121	EMPLOYER FICA EXPENSE	7,109.85	
211-45500-122	PERA CONTRIBUTIONS	6,806.58	
211-45500-131	EMPLOYER PAID HEALTH INS	9,613.00	
211-45500-152	WORKERS COMP BENEFITS	.00	
211-45500-200	LIBRARY OFFICE SUPPLIES	829.88	
211-45500-202	COPY MACHINE SUPPLIES	.00	
211-45500-203	COMPUTER PRINTER SUPPLIES	.00	
211-45500-211	CLEANING & SANITARY SUPPLIES	323.65	
211-45500-220	PROGRAM SUPPLIES	1,579.51	
211-45500-221	WINTER READING PROG EXPENSES	351.69	
211-45500-310	OTHER CONTRACTED SERVICES	3,074.51	
211-45500-321	TELEPHONE-LIBRARY	1,420.78	

Account Number	Title	Debit Amount	Credit Amount
211-45500-322	POSTAGE-LIBRARY	108.06	
211-45500-331	TRAVEL EXPENSES	328.20	
211-45500-350	PRINTING AND PUBLISHING	155.00	
211-45500-360	INSURANCE	3,724.34	
211-45500-381	UTILITIES-ELECTRIC	1,747.92	
211-45500-382	UTILITIES-WATER/SEWER	276.63	
211-45500-383	UTILITIES-GAS	493.05	
211-45500-384	REFUSE DISPOSAL	100.00	
211-45500-401	REPAIR/MAINT-BUILDINGS	11.98	
211-45500-404	REPAIR/MAINT-EQUIPMENT	.00	
211-45500-406	REPAIR/MAINT-COMPUTERS	4,145.00	
211-45500-414	LIMITED ACCESS LINE	14,959.00	
211-45500-415	RENTALS-OTHER EQUIPMENT	54.00	
211-45500-430	MISCELLANEOUS	.00	
211-45500-432	UNCOLLECTIBLE ACCOUNTS	.00	
211-45500-433	DUES & MEMBERSHIPS	49.00	
211-45500-434	LEGACY GRANT EXPENDITURES	.00	
211-45500-504	BOOKS - GRANT FUNDED	1,393.50	
211-45500-505	BOOKS,PERIODICALS,VIDEOS ETC	7,575.69	
211-45500-506	PROCESSING MATERIALS	1,130.39	
211-45500-520	C.O.-BUILDINGS-LIBRARY	.00	
211-45500-570	OFFICE EQUIP. & FURNISHINGS	.00	
211-45500-575	C.O.-COMPUTER EQUIPMENT	.00	
211-45500-580	C.O. OTHER EQUIPMENT	.00	
211-45500-610	INTEREST EXPENSE	304.98	
Total LIBRARY FUND:		199,128.41	199,128.41-
Net Loss:			17,161.01
Grand Totals:		199,128.41	199,128.41-
Net Loss:			17,161.01

Report Criteria:

Actual Amounts
All Accounts
Include FUNDS: 211
Page and Total by FUND
All Segments Tested for Total Breaks

Account Number	Account Title	2019 Pri Year 2 Actual	2020 Pri Year Actual	01/21-10/21 Cur YTD Actual	2021 Cur Year Budget	2021 Cur Year Unexpended
211-45500-122	PERA CONTRIBUTIONS	8,959	8,322	6,807	8,552	1,745
Budget notes:						
7.5%						
211-45500-131	EMPLOYER PAID HEALTH INS	29,789	11,064	9,613	20,412	10,799
211-45500-152	WORKERS COMP BENEFITS	.00	.00	.00	.00	.00
211-45500-200	LIBRARY OFFICE SUPPLIES	2,431	1,179	830	2,200	1,370
211-45500-202	COPY MACHINE SUPPLIES	.00	.00	.00	.00	.00
211-45500-203	COMPUTER PRINTER SUPPLIES	732	31	.00	700	700
211-45500-211	CLEANING & SANITARY SUPPLIES	137	324	324	600	276
211-45500-220	PROGRAM SUPPLIES	1,708	1,865	1,580	2,800	1,220
211-45500-221	WINTER READING PROG EXPENSES	.00	.00	352	.00	352-
211-45500-310	OTHER CONTRACTED SERVICES	3,652	3,529	3,075	4,500	1,425
211-45500-321	TELEPHONE-LIBRARY	1,626	1,731	1,421	1,800	379
211-45500-322	POSTAGE-LIBRARY	136	131	108	300	192
211-45500-331	TRAVEL EXPENSES	1,428	41	328	500	172
211-45500-350	PRINTING AND PUBLISHING	200	.00	155	300	145
211-45500-360	INSURANCE	4,257	4,789	3,724	4,250	526
211-45500-381	UTILITIES-ELECTRIC	2,193	2,044	1,748	3,300	1,552
211-45500-382	UTILITIES-WATER/SEWER	392	336	277	400	123
211-45500-383	UTILITIES-GAS	1,010	713	493	1,200	707
211-45500-384	REFUSE DISPOSAL	120	120	100	120	20
211-45500-401	REPAIR/MAINT-BUILDINGS	173	2,861	12	400	388
211-45500-404	REPAIR/MAINT-EQUIPMENT	1	.00	.00	.00	.00
211-45500-406	REPAIR/MAINT-COMPUTERS	4,145	5,799	4,145	4,145	.00
211-45500-414	LIMITED ACCESS LINE	17,207	16,084	14,959	25,000	10,041
211-45500-415	RENTALS-OTHER EQUIPMENT	72	1,350	54	120	66
Budget notes:						
Water Cooler						
211-45500-430	MISCELLANEOUS	.00	.00	.00	.00	.00
211-45500-432	UNCOLLECTIBLE ACCOUNTS	.00	.00	.00	.00	.00
211-45500-433	DUES & MEMBERSHIPS	282	407	49	195	146
211-45500-434	LEGACY GRANT EXPENDITURES	.00	.00	.00	.00	.00
211-45500-504	BOOKS - GRANT FUNDED	.00	1,231	1,394	.00	1,394-
211-45500-505	BOOKS,PERIODICALS,VIDEOS ETC	10,841	6,583	7,576	11,000	3,424
211-45500-506	PROCESSING MATERIALS	1,239	653	1,130	1,200	70
211-45500-520	C.O.-BUILDINGS-LIBRARY	.00	.00	.00	.00	.00
211-45500-570	OFFICE EQUIP. & FURNISHINGS	2,675	1,992	.00	.00	.00
211-45500-575	C.O.-COMPUTER EQUIPMENT	.00	.00	.00	.00	.00
211-45500-580	C.O. OTHER EQUIPMENT	.00	.00	.00	.00	.00
211-45500-610	INTEREST EXPENSE	1,297	584	305	1,480	1,175
Total LIBRARY EXPENSES:		249,301	209,855	162,826	220,526	57,700
LIBRARY FUND Revenue Total:		233,563	232,060	145,665	230,668	85,002
LIBRARY FUND Expenditure Total:		249,301	209,855	162,826	220,526	57,700
Net Total LIBRARY FUND:		15,738-	22,205	17,161-	10,142	27,303
Net Grand Totals:		15,738-	22,205	17,161-	10,142	27,303

#3.1



TO: Honorable Mayor and City Council Members
FROM: Bill Waller, City Administrator
DATE: November 18, 2021
RE: Heth Hardware Street Vacation

The City has received a petition from Heth Hardware to vacate a very small piece of South First Street. A copy of the petition is included. In order to proceed with the street vacation as requested, it is necessary for the City Council to call for a public hearing. A copy of the resolution calling for a public hearing is also included.

We would suggest that the City Council adopt the resolution calling for a public hearing to vacate a portion of South First Street.

**PETITION FOR VACATION OF A PORTION OF SOUTH 1ST STREET IN THE CITY
OF LA CRESCENT, COUNTY OF HOUSTON, MINNESOTA.**

TO: The City Council of La Crescent, Minnesota

The undersigned, a majority of the property owners as set forth opposite their respective names, adjacent to South 1st Street, respectfully petition the city council to vacation the aforesaid portion of South 1st Street.

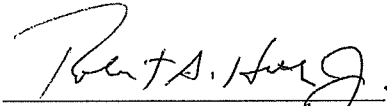
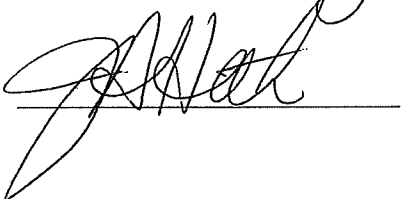
Print Name	Signature	Address/Description of Property
JR Building, LLC by Robert A. Heth, Jr.		See Exhibit A
JR Building, LLC by Jennifer A. Heth		See Exhibit A

Exhibit A

That part of South First Street, originally platted and formerly known as Kentucky Avenue, lying southerly and adjacent to Lots 11, 12 and 13 of Block 59, La Crescent Plat to the City (formally Village) of La Crescent, Houston County, Minnesota, described as follows:

Beginning at the southeast corner of said Lot 11, Block 59;
thence Southerly parallel to the east line of said Block 59 a distance of 0.90 feet;
thence Westerly parallel to the south line of said Block 59 a distance of 111.00 feet;
thence Northerly parallel to the east line of said Block 59 a distance of 0.90 feet to the south line of said Lot 13, Block 59;
thence Easterly along the south line of said Lots 13, 12 and 11 of Block 59 a distance of 111.00 feet to the point of beginning.

RESOLUTION NO. 12-21-36

**A RESOLUTION DECLARING SUFFICIENCY OF PETITION AND SETTING A
PUBLIC HEARING ON THE PROPOSED VACATION OF A PORTION OF SOUTH
1ST STREET**

WHEREAS, a petition signed by the majority of property owners adjacent to a portion of South 1st Street in La Crescent was received by the City Administrator on the 16th day of November, 2021; and

WHEREAS, the petition requested that the City Council pursuant to Minnesota Statute §412.851 vacate a portion of South 1st Street, legally described as:

See Exhibit A.

WHEREAS, the City Administrator has reviewed and examined the signatures on said petition and determined that such signatures constitute a majority of the landowners adjacent to the portion of street to be vacated; and

WHEREAS, a copy of said petition is attached hereto.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LA CRESCENT, MINNESOTA AS FOLLOWS:

The City Council will consider the vacation of such street and a public hearing shall be held on such proposed vacation on the 13th day of December, 2021, in the City Hall located at 315 Main Street, La Crescent, Minnesota at 5:30 p.m. and

BE IT FURTHER RESOLVED that the City Administrator is hereby directed to give published, posted and mailed notice of such hearing as required by law.

ADOPTED this 22nd day of November, 2021.

SIGNED:

Mayor

ATTEST:

City Administrator

Exhibit A

That part of South First Street, originally platted and formerly known as Kentucky Avenue, lying southerly and adjacent to Lots 11, 12 and 13 of Block 59, La Crescent Plat to the City (formally Village) of La Crescent, Houston County, Minnesota, described as follows:

Beginning at the southeast corner of said Lot 11, Block 59;
thence Southerly parallel to the east line of said Block 59 a distance of 0.90 feet;
thence Westerly parallel to the south line of said Block 59 a distance of 111.00 feet;
thence Northerly parallel to the east line of said Block 59 a distance of 0.90 feet to the south line of said Lot 13, Block 59;
thence Easterly along the south line of said Lots 13, 12 and 11 of Block 59 a distance of 111.00 feet to the point of beginning.

3.2



TO: Honorable Mayor and City Council Members
FROM: Bill Waller, City Administrator *BL*
DATE: November 18, 2021
RE: City Hall Hours of Operation

At the last City Council meeting, the City Council approved that in 2022 City Hall would be open 5 days a week, with a recommendation on the hours of operation to be presented at this meeting.

We would suggest that the hours of operation for City Hall be 7:30 am – 4:00 pm, Monday thru Friday.

The 7:30 am opening would still allow customers to access City Hall during a somewhat non-traditional time. This window of time has been utilized quite a bit by customers since the hours were first changed in May of 2020.

We have reviewed staggered start and end times, however there is not enough staff at City Hall for this to be a viable alternative. In most instances there is only one individual in each position, which further limits the option of flexible scheduling.

Jason J. Kuboushek
Direct: 952.548.7206
jasonk@iversonlaw.com

DATE: November 18, 2021
TO: Mayor and City Council
CC: City Staff / City Attorney
FROM: Jason J. Kuboushek
RE: *City of La Crescent v. McCormick*
Court File No. 28-CV-21-141

This will update you on this matter. As you will recall, on May 19, 2021, the District Court issued an Order which:

1. Permitted the City of La Crescent, Minnesota to raze and remove the structure from 226 3rd Street North, La Crescent, Minnesota;
2. Permitted the City of La Crescent, Minnesota to assess necessary costs expended by the City of La Crescent against the real estate concerned and collect those costs in accordance with Minnesota Statutes §463.21 and §463.22;
3. Granted the City of La Crescent, Minnesota a lien against the real estate for the costs expended by the City pursuant to Minnesota Statutes §463.21, which lien may be collected as a special assessment in the manner provided by Minnesota Statutes §§429.061 to 429.081; and
4. Granted the City of La Crescent, Minnesota a money judgment against the owner of the Property for the costs expended by the City of La Crescent pursuant to Minnesota Statutes §463.21.

The razing and removal of the structure at 226 3rd Street, La Crescent, Minnesota has been completed. The next step in the process is to have the City submit an accounting of expenses incurred to the Court pursuant to Minnesota Statutes § 463.22. The Court will then review the accounting. If everything looks accurate, the Court will then certify the amount and allow the City Clerk to work with the County Auditor on collection via assessment.

Attached for your review is an accounting of the filing fees, attorney's fees and demolition fees related to the removal of the structure. I would ask you to pass the

November 18, 2021

Page 2

attached resolution verifying the City has incurred these fees and directing the expenses be sent to the District Court for certification.

McCormick Hazardous Building

[illegible]

Total			\$35,654.56

RESOLUTION NO. 12-21-37

CITY OF LA CRESCENT

**RESOLUTION RELATING TO THE RAZING OF A HAZARDOUS BUILDING
LOCATED AT 226 3RD STREET NORTH, LA CRESCENT, MINNESOTA**

WHEREAS, on May 19, 2021, the Houston County District Court issued an Order which:

1. Permitted the City of La Crescent, Minnesota to raze and remove the structure from 226 3rd Street North, La Crescent, Minnesota;
2. Permitted the City of La Crescent, Minnesota to assess necessary costs expended by the City of La Crescent against the real estate concerned and collect those costs in accordance with Minnesota Statutes §463.21 and §463.22;
3. Granted the City of La Crescent, Minnesota a lien against the real estate for the costs expended by the City pursuant to Minnesota Statutes §463.21, which lien may be collected as a special assessment in the manner provided by Minnesota Statutes §§429.061 to 429.081; and
4. Granted the City of La Crescent, Minnesota a money judgment against the owner of the Property for the costs expended by the City of La Crescent pursuant to Minnesota Statutes §463.21.

WHEREAS, the razing and removal of the structure at 226 3rd Street, La Crescent, Minnesota has been completed.

WHEREAS, the City incurred legal and demolition expenses related to the removal of the structure at 226 3rd Street, La Crescent, Minnesota. See Exhibit A.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF LA CRESCENT, MINNESOTA, AS FOLLOWS:

1. That pursuant to Minnesota Statute § 463.22, the City Council directs the City Attorney to submit the accounting of expenses listed on Exhibit A to the Houston County District Court for approval and allowance.
2. The City Council further directs the City Attorney and City Staff, upon the receipt of certification of the expenses by the District Court, to work on the

collection process set forth under Minnesota Statutes §§ 463.22, 463.161 and 463.21.

Adopted by the City Council of the City of La Crescent on November 22, 2021.

Approved:

Mayor

Attested:

City Administrator

#3.4




TO: Honorable Mayor and City Council Members
FROM: Bill Waller, City Administrator *[Signature]*
DATE: November 18, 2021
RE: Short-Term Financing

At the October 11, 2021 City Council meeting, the City Council accepted a proposal from ESB Bank for temporary bonding of up to \$1,000,000.00 for a maximum of 12 months to cover costs associated with the bridge project. The temporary bonding authority will be utilized to cover gaps from the time that payments are made to the contractor, and when reimbursement requests are received from the Minnesota Department of Natural Resources and the Minnesota Department of Transportation.

In the bills payable for this meeting, the City Council will have approved the first payment request from ICON for the project in the amount of \$651,988.13. Based on this, the City will need to activate its short-term borrowing authority for the project and authorize the Mayor and City Administrator to sign the temporary bond and the agreements with ESB Bank.

#3.5



TO: Honorable Mayor and City Council Members
FROM: Bill Waller, City Administrator 
DATE: November 18, 2021
RE: Engineering Proposal – Wagon Wheel Phase 3

Attached for review and consideration by the City Council is an engineering agreement from WHKS to provide construction observation services on the third phase of the Wagon Wheel Improvement Project, the construction of the bicycle/pedestrian bridge over Trunk Highway no. 14/61. These costs will be reimbursed from the proceeds of the grant agreement with the Minnesota Department of Natural Resources, and possibly from Municipal State Aid funds.

City Engineer Tim Hruska will be in attendance at the meeting to review the agreement with the City Council.

We would suggest that the City Council approve the professional services agreement with WHKS and authorize the required signature.



PROFESSIONAL SERVICES AGREEMENT

THIS AGREEMENT, by and between **City of La Crescent** hereinafter referred to as the "Client" and WHKS & Co., hereinafter referred to as "WHKS", is made as follows:

WHEREAS, the Client has a need for certain professional services relating to the project described as **Wagon Wheel Phase 3 Bridge Construction**.

WHEREAS, WHKS proposes to furnish the professional services required by the Client for said project,

NOW THEREFORE, the Client hereby agrees to retain and compensate WHKS to perform the professional services in accordance with the terms and conditions of this Agreement and the attached Standard Terms and Conditions.

Scope of Services

WHKS shall perform the following described services for the Client:

Construction phase engineering services as described on the attached Scope of Services included in Exhibit A.

Basis of Compensation

For the services described above, the Client shall remunerate WHKS as follows:

Items 1-4 - Billed Hourly with an Estimated Fee of \$325,000. Expenses billed at actual cost and mileage at the current published IRS rate per mile. External expenses include an administrative charge of 10 percent.

Executed this _____ day of November, 2021

City of La Crescent

By: _____

Printed Name: _____

Title: _____

WHKS & CO.

By: _____

Printed Name: _____

Title: _____



Exhibit A to Professional Services Agreement

A. Project Description

On September 21, 2021, the City received bids for the construction of a new trail bridge crossing TH 61. The project commenced in the fall of 2021 with work beginning on October 28th. Completion of the project is scheduled for August 26th, 2022. The project will be financed by Federal STBGAP funds, and State General Obligation Bonding Funds. The project's construction must follow the Delegated Contract Process (DCP). The DCP assigns specific responsibilities to the Local Public Agency (LPA) for documentation of the project. The DCP process must be followed. The LPA requirements are itemized under the Delegated Contract Process (DCP) for Local Agency Federal Aid Projects, under Part 3: Construction and Part 4: Completion.

The City desires to acquire the services of WHKS & Co. for Administration and Observation.

B. Scope of Services Provided Under This Agreement:

1. Project Management and Meetings

- Perform general project administrative duties including supervision and coordination of the project team, review of project costs and billings, prepare invoices using Consultant's standard forms, and general administrative activities.
- Conduct weekly field meetings.

2. Construction

Provide construction related services including:

Survey

- Provide construction staking.

Observation

- Provide resident project observation services during the construction of the Project. Resident observation is a full-time function during construction. Duties are to provide on-site evaluations of the Project progress in accordance with the plans and specifications and report said progress to the Engineer. Additionally, the observer maintains a logbook recording conditions at the job site, weather, record of visitors, summary of daily activities, actions taken, observations in general and assists in recording data for eventual preparation of Record Drawings. The observer duties do not include construction means, methods, procedures, and job-site safety. Fee based on 1530 hours of observation and travel time.
- Observation will be supplemented by the Structural Engineer, Civil Engineer, and a second observer as required.
- Shop drawing and material reviews will be performed by the Engineers and Observers as identified in the project specifications. This includes verifying the adequacy of the substructure design for the proposed span 1 truss bridge loads and

verifying the bearing details and geometry of the span 1 truss will match and fit with the original plan's design.

- Items that require MN/DOT review and acceptance will be submitted to MN/DOT. These items include structural metals shop drawings, as well as shop drawings for the prefabricated truss bridge and aesthetic arch as identified in the project specifications SB 2, SB 3 and SB 11.
- Prepare As-Built drawings.

3. DCP Construction Compliance

Preconstruction Meeting.

- Coordinate, schedule and send out notices for the meeting.
- Prepare meeting agenda.
- Conduct meeting.
- Prepare and distribute meeting minutes.

Labor Compliance

- Document that Contractor has posted and is maintaining the Labor Compliance Bulletin Board(s).
- Conduct field interviews.

NPDES Compliance

- Confirm that the Contractor has a copy of the NPDES Permit Card, Erosion Control Plan, and copies of the erosion control inspection reports and corrective action, are available on the project site.

Request to Sublet

- Review Request to Sublet Forms and review with City.

Schedule of Materials Control

- AET will provide construction materials testing services as a subconsultant to WHKS. The materials testing will be conducted consistent with the 2019 Schedule of Materials Control.
- Samples of materials that require MN/DOT District or Central Lab testing services will be collected by AET and submitted to the District 6. The State will invoice the City for the State's testing. State costs are not included in this PSA.

Contract Construction Status

- Prepare and submit change in construction status forms to the DSAE.

Weekly Construction Diary

- Prepare and submit weekly construction diaries to the DSAE.

Contractor Payroll and Trucking Reports

- Review reports for compliance.
- Rectify discrepancies with Contractor.
- Maintain electronic and hard files of reports.
- Provide files to the City at the completion of project.

Partial Estimates

- Assist the City with the preparation of monthly pay requests, including material on hand payment requests.

DCP Partial Payment request

- Assist the City in making DCP Partial Payment Requests.

Change Orders

- Discuss change orders with the City.
- Prepare change orders based on City agreed upon parameters.
- Assist the City in submitting Change Orders to the DSAE.

4. DCP Completion Compliance

Prepare Change in Contract Construction Status

- Assist City in submitting to DSAE and OCR.

DBE Total Payment Affidavit and Contractor Payment Form

- Prepare form and acquire Contractor's signature.

Material Certification Exceptions

- Prepare and submit a materials exception summary and tester inventory to District Materials Engineer for certification that all Independent Assurance requirements have been met.

Final Estimate

- Assist the City in preparing the final estimate.

DCP Final Payment Request

- Prepare Final Contract Voucher.
- Prepare Contractors Final Contract Acceptance and acquire Contractor's signature.
- Obtain MN/DOT Civil Rights DBE Clearance Letter.
- Prepare Overrun Justification.
- Assemble Supplemental Agreements and/or Change Orders.
- Assist City in making the final payment request for federal Aid and bonding funds to DSAE.

3.6



TO: Honorable Mayor and City Council Members
FROM: Bill Waller, City Administrator *Bill*
DATE: November 18, 2021
RE: Review Walnut Street Improvement Project

City Engineer Tim Hruska will be in attendance at the meeting to review the project with the City Council, and discuss options and alternatives that the City Council may want to consider. Preliminary information regarding the project is included

This project is tentatively planned for the 2023 construction season.

We will continue to review funding alternatives, including the new infrastructure funding that may be available, along with the possibility of American Rescue Funds and other potential funding sources that may have application to this project.

Engineer's Opinion of Probable Construction Costs
Walnut Street Reconstruction
La Crescent, MN
WHKS #9181



engineers + planners + land surveyors

Line	Item Description	Approx. Quantities	Unit of Measure		Unit Price	Total Amount
STREET & SIDEWALK						
1	Mobilization	1.00	LS	@	\$200,000.00	\$200,000.00
2	Common Excavation	5,500.00	CY	@	\$15.00	\$82,500.00
3	Topsoil Strip and Replace	2,500.00	CY	@	\$8.00	\$20,000.00
4	Clear and Grubb	1.00	LS	@	\$15,000.00	\$15,000.00
5	Subbase, 16" (pavement)	10,000.00	TON	@	\$20.00	\$200,000.00
6	Subbase, 6" (driveway)	225.00	TON	@	\$20.00	\$4,500.00
7	Subbase, 4" (sidewalk)	1,150.00	TON	@	\$20.00	\$23,000.00
8	Existing Sidewalk Removal	2,123.00	SY	@	\$15.00	\$31,845.00
9	Existing Pavement Removal	12,250.00	SY	@	\$5.00	\$61,250.00
10	Curb and Gutter	4,450.00	LF	@	\$32.00	\$142,400.00
11	Sidewalk, 4"	1,675.00	SY	@	\$55.00	\$92,125.00
12	Bike Trail/Sidewalk, 6"	1,900.00	SY	@	\$65.00	\$123,500.00
13	Driveway Remove and Replace	700.00	SY	@	\$80.00	\$56,000.00
14	4" HMA Roadway Pavement	9,600.00	SY	@	\$26.00	\$249,600.00
15	Painted Pavement Markings	1.00	LS	@	\$15,000.00	\$15,000.00
16	Permanent Signage	1.00	LS	@	\$15,000.00	\$15,000.00
SUBTOTAL						\$1,331,720.00
SANITARY SEWER						
17	Sanitary Structure Removal	10	EA	@	\$600.00	\$6,000.00
18	Sanitary Sewer, 8"	2520	LF	@	\$50.00	\$126,000.00
19	San Structures	10	EA	@	\$3,500.00	\$35,000.00
20	Sanitary Sewer Service Lines	1280	LF	@	\$45.00	\$57,600.00
SUBTOTAL						\$224,600.00
STORM SEWER						
21	12" RCP Storm Sewer	1000	LF	@	\$50.00	\$50,000.00
22	15" RCP Storm Sewer	1600	LF	@	\$55.00	\$88,000.00
23	Storm Structures	33	EA	@	\$3,500.00	\$115,500.00
SUBTOTAL						\$253,500.00

Engineer's Opinion of Probable Construction Costs
Walnut Street Reconstruction
La Crescent, MN
WHKS #9181

whks

engineers + planners + land surveyors

Line	Item Description	Approx. Quantities	Unit of Measure		Unit Price	Total Amount
WATERMAIN						
24	Water Main, 8"	2450	LF	@	\$50.00	\$122,500.00
25	Water Services	1280	LF	@	\$40.00	\$51,200.00
26	Water Service Corp, Curb Stop, And Box	32	EA	@	\$1,000.00	\$32,000.00
27	Water Fittings	2000	LB	@	\$7.50	\$15,000.00
28	8" Valves	15	EA	@	\$2,500.00	\$37,500.00
29	Fire Hydrant Assembly	5	EA	@	\$5,500.00	\$27,500.00
SUBTOTAL						\$285,700.00
EROSION CONTROL						
30	Turf Restoration	0.85	ACRE	@	\$15,000.00	\$12,750.00
31	Stormwater and Pollution Prevention	1	LS	@	\$5,000.00	\$5,000.00
SUBTOTAL						\$17,750.00

STREET & SIDEWALK SUBTOTAL \$1,331,720.00

SANITARY SUBTOTAL \$224,600.00

STORM SUBTOTAL \$253,500.00

WATERMAIN SUBTOTAL \$285,700.00

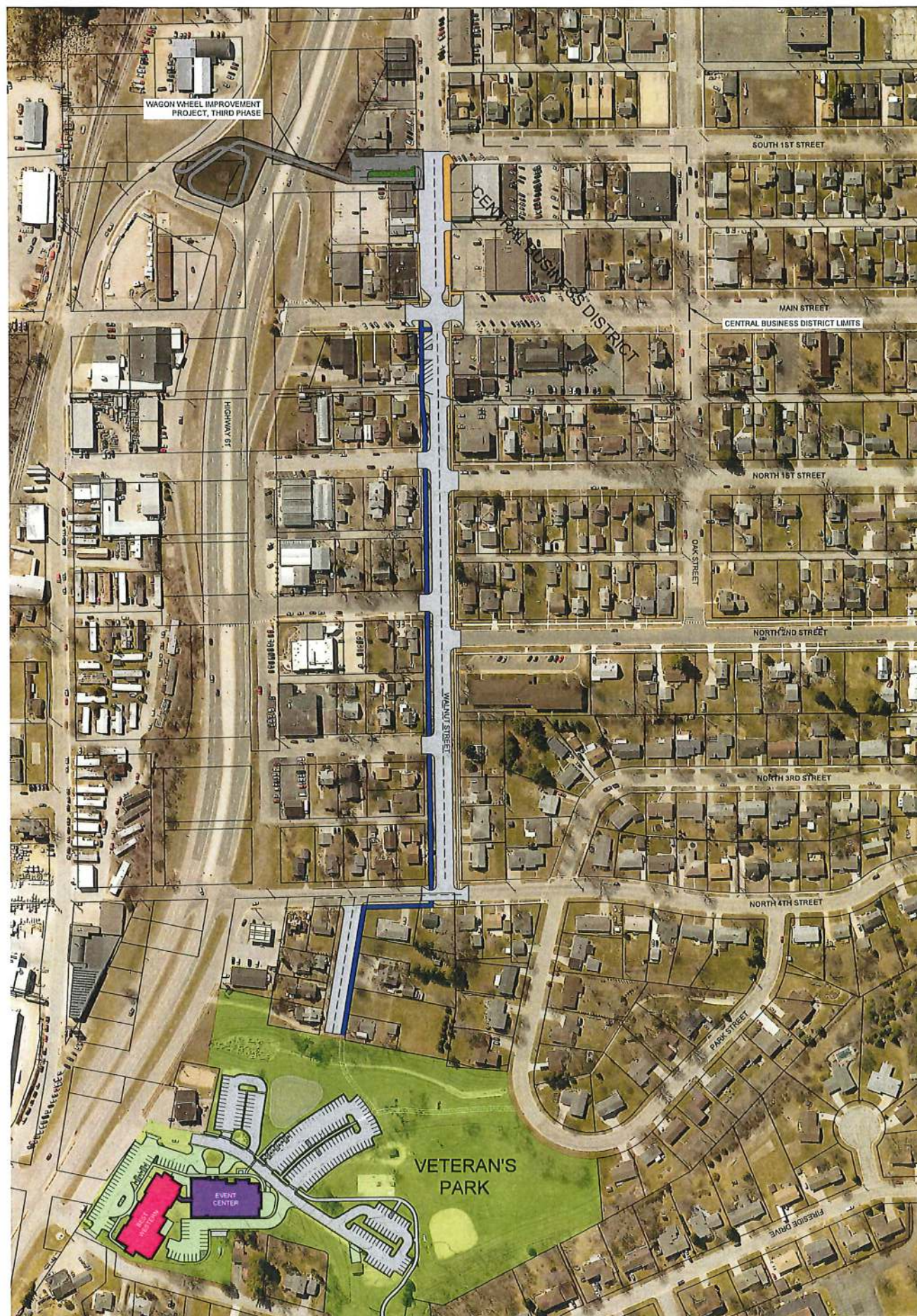
EROSION CONTROL SUBTOTAL \$17,750.00

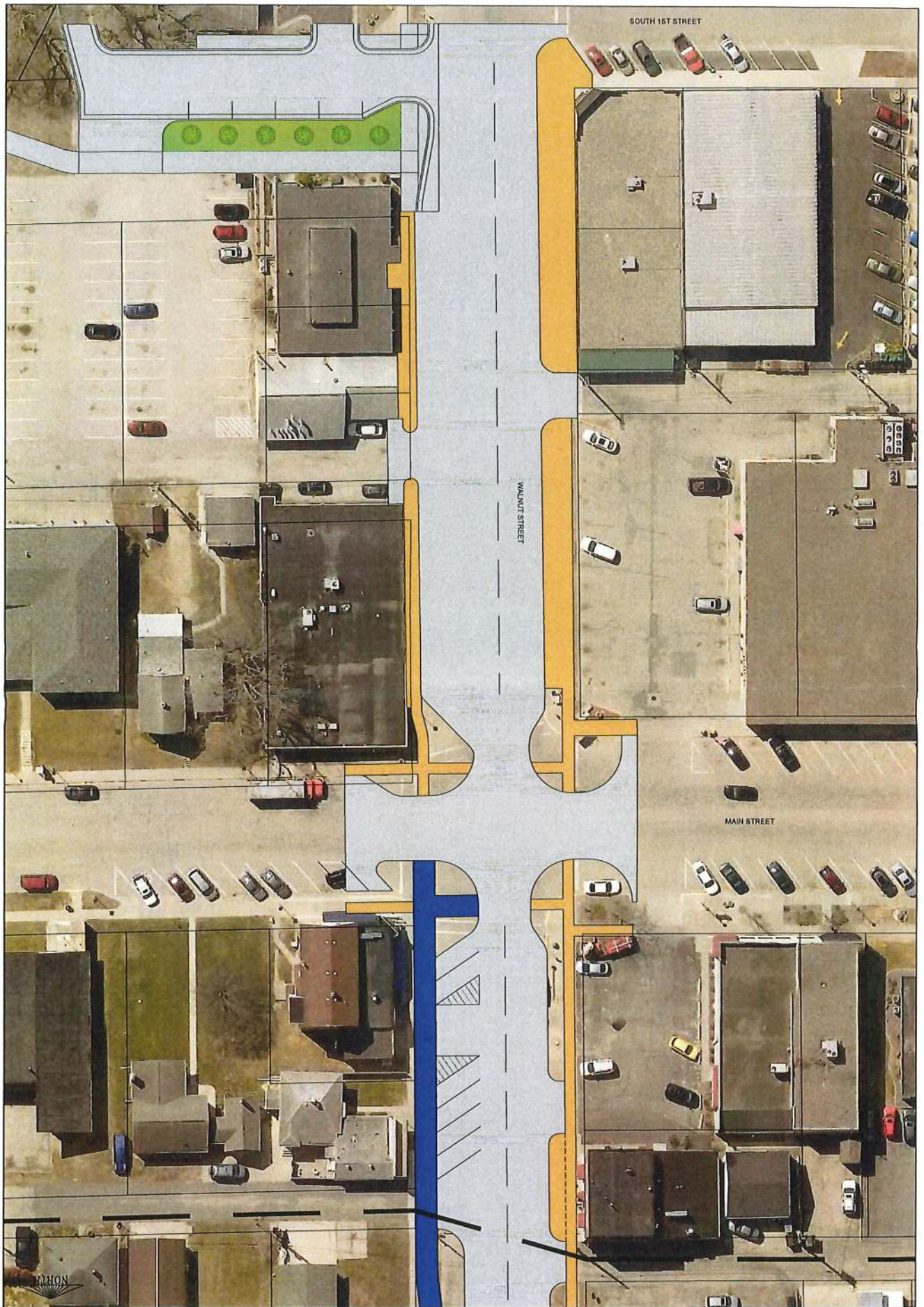
SUBTOTAL \$2,113,270.00

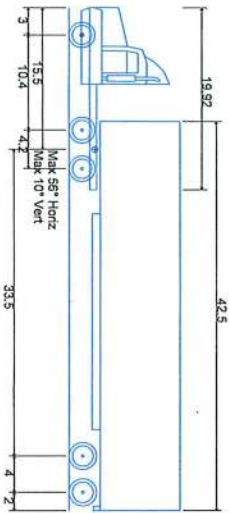
CONTINGENCY (15%) \$317,000.00

ENGINEERING (15%) \$364,500.00

TOTAL COST \$2,794,770.00

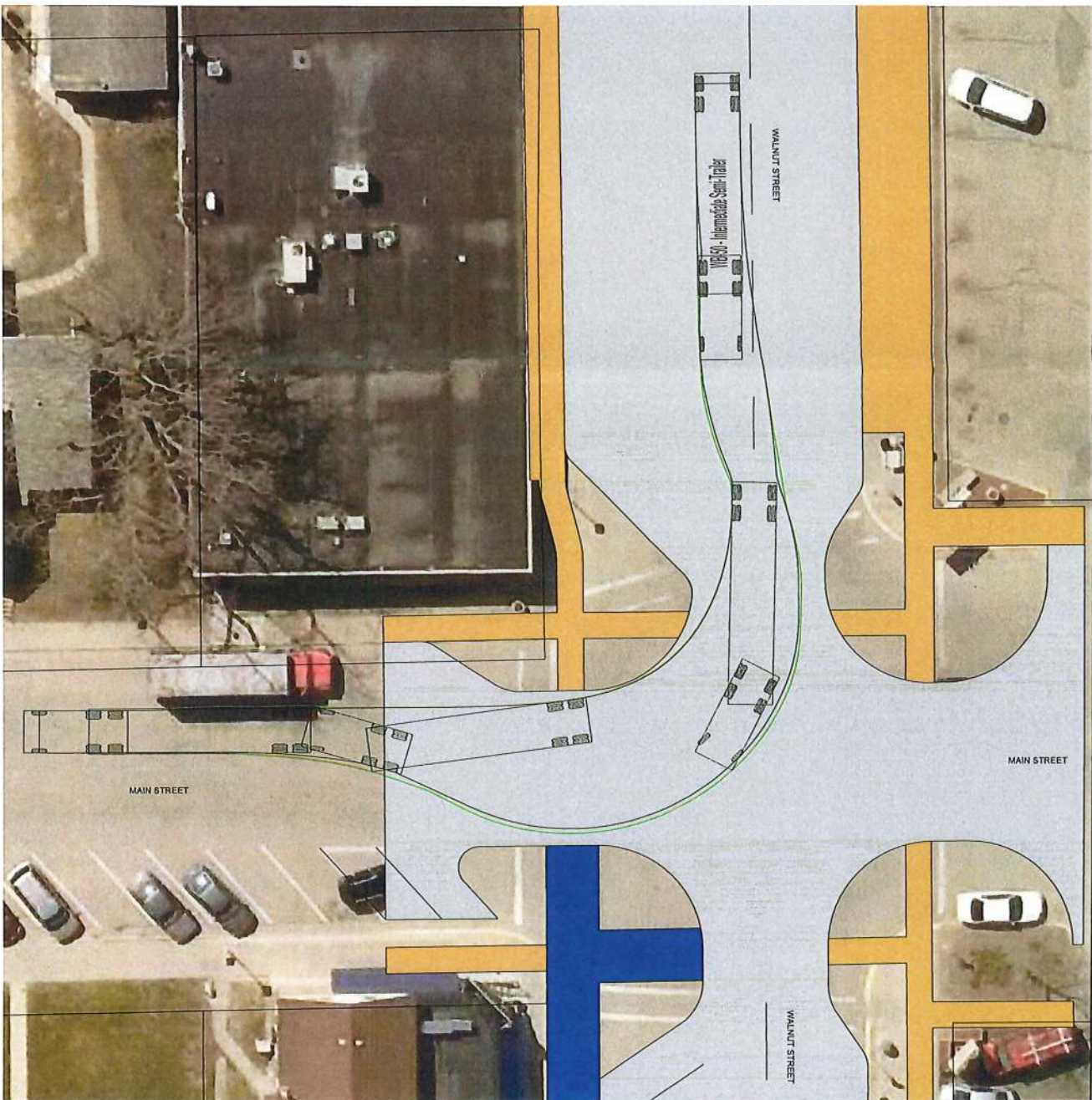




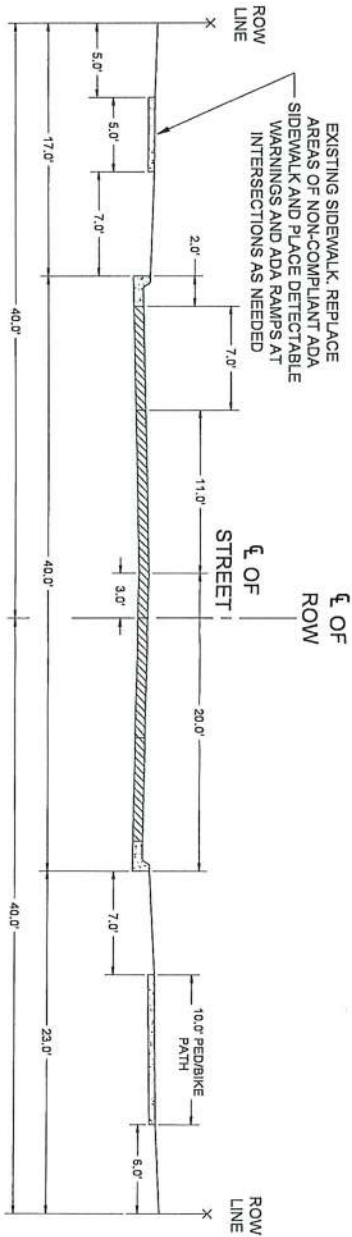


WB-50 - Intermediate Semi-Trailer
 Overall Length
 Overall Width
 Overall Body Height
 Min Body Ground Clearance
 Max Track Width
 Lock-to-lock time
 Max Steering Angle (Virtual)

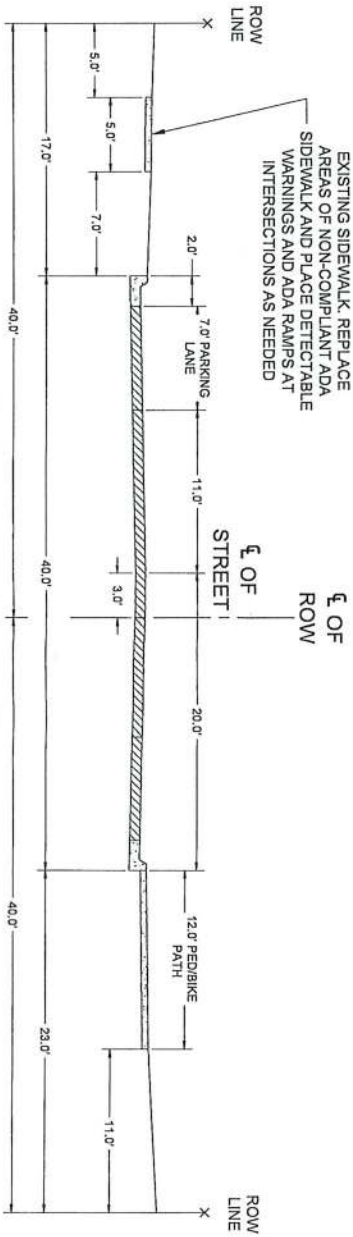
55.00ft
 8.50ft
 12.052ft
 1.334ft
 8.50ft
 6.00s
 17.90°



WALNUT STREET FROM MAIN STREET TO NORTH 4TH STREET

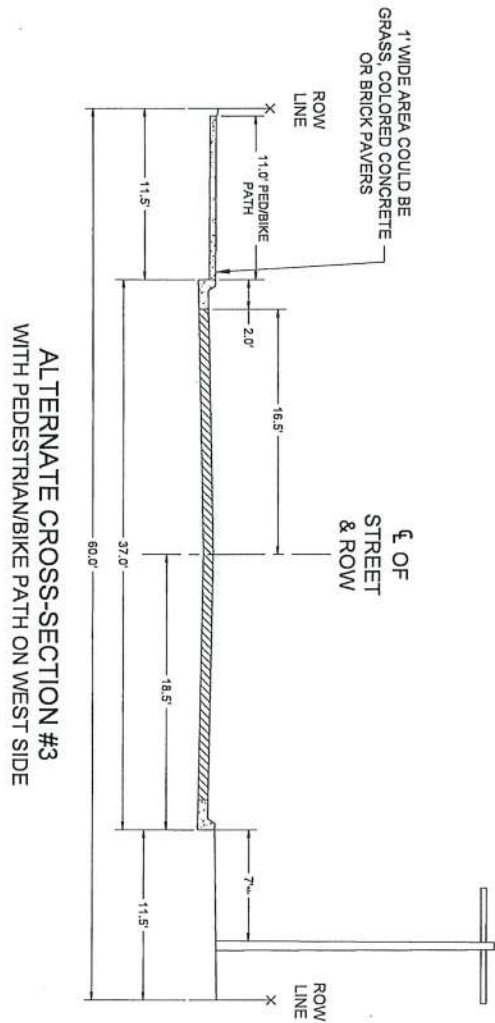


ALTERNATE CROSS-SECTION #2
WITH PARKING, NEW SIDEWALK ON WEST SIDE & PROPOSED PEDESTRIAN/BIKE TRAIL ON EAST SIDE



ALTERNATE CROSS-SECTION #2
WITH PARKING, AND NEW SIDEWALK ON WEST SIDE & PROPOSED PEDESTRIAN/BIKE TRAIL ON EAST SIDE AGAINST BACK-OF-CURB

WALNUT PLACE FROM NORTH 4TH TO DEADEND



ALTERNATE CROSS-SECTION #3
WITH PEDESTRIAN/BIKE PATH ON WEST SIDE

#3.7



MEMORANDUM

TO: Bill Waller, City Administrator

FROM: Tim Hruska, P.E., L.S.

DATE: November 18, 2021

RE: Current Engineering Projects

MS4 Permit

We continue to work with Staff to review the new permit and determine steps needed to be in compliance with the permit. One of the items is to have our annual meeting. That meeting will be on December 13.

Street Inventory / 5-year CIP / Walnut Street

We are developing plans for the 2022 street project. The Walnut Street portion has been removed from the 2022 project and is expected to be constructed in 2023. We will be presenting on this item at the Council Meeting. The project will be funded using the City's 2020-2022 MSA allotment along with bonding authorized through the City's 5 year street reconstruction plan.

Train Whistle

Attempting to schedule meeting with CP Rail to discuss.

Shore Acres Road Improvements

We are determining required permits to raise the roadway without adversely impacting the water storage (flooding) in the surrounding areas.

Wagon Wheel Phase 3

Project is under construction and progressing quickly. We are working on developing concepts for amenities to be added near the west end of the bridge. These will be presented at a future meeting.

Wagon Wheel Phase 1

The City has received \$86,210 DNR grant to pave the remaining parts of Phase 1 of the Wagon Wheel Trail. The City has awarded the project to Mathy Construction. They plan to complete the work in the spring of 2022. Completion for the project is scheduled for June 15.

Stormwater Review

The large diameter storm sewer north of North 4th Street between Elm and Park Streets has been repaired to minimize the risk of future settlement. There will need to be a future project on this pipe to rehabilitate the invert (bottom). Some of the storm sewer under north Chestnut Street is in similar condition. We are exploring potential solutions for repairs.

Horse Track Meadows

The project is complete except the bituminous wearing course should be installed in 2022.

Horse Track Meadows West

The project is expected to begin construction in the next few days. We will be performing construction observation for the project.

High School Ditch Stormwater Project

Most of the project was completed in September. We are working on finalizing the project with Gerke Construction.

Sanitary Sewer Agreement

We continue to provide technical support to City Staff in negotiations with the City of La Crosse.

Eagles Bluff Trail Easement

We have met with the property owner and drafted a Certificate of Survey for a land swap. We will be coordinating with the property owner, DNR, and City Attorney to finalize.

Risk Assessment and Response Plan – MN Department of Health (MDH)

MDH is requiring that the above plans be submitted. The Risk Assessment was submitted in June. We are working with Staff to complete the Response Plan in December.

City Hall Site Planning

This project is currently on hold.

Wildwood Court Drainage

Storm sewer piping has been completed for this project.

DNR Roadway Grant

An engineering agreement for this project will be on the December 13th agenda.

TH 14/61/16 Project

We have met with MnDOT regarding a future bituminous surfacing project on the highway. We will continue to have discussions regarding pedestrian and bicycle movements along the corridor. We are also discussing options for South 3rd Street with MnDOT and Houston County.

Shore Acres RR Underpass

We are attempting to meet with CP Rail regarding this and the Whistle Free.

SRTS Demonstration Project

We have reviewed the SRTS demonstration project which occurred at South 4th and South 6th and Elm Street intersection. Houston County withheld support of the project for a 2022 SRTS infrastructure Grant. We plan to revisit the project and discuss with the County during the summer of 2022 to evaluate for future funding opportunities.

2021 Street Project

The project on Spruce and Balsam is completed.

2022 Street Project

We are currently working on the plans for the project on Birch, Cedar & Oak Streets. We will be reviewing options to narrow the roadway and add pedestrian facilities along Oak Street at a future meeting. We plan to bid the project in February of 2022.

#3.8



TO: Honorable Mayor and City Council Members
FROM: Bill Waller, City Administrator *Bill*
DATE: November 18, 2021
RE: Personnel Committee Recommendations

The Personnel Committee has the following recommendations for consideration by the City Council:

1. Attached for review and consideration by the City Council is a request from the Chief of Police for a medical leave of absence. The Personnel Committee is recommending that the City Council approve the medical leave of absence request, beginning on December 5, 2021. Rather than set an end date to the medical leave of absence request, the Personnel Committee is recommending that it be left open at this time and that the City Council would be updated periodically on the Police Chief's return to active duty.
2. The Personnel Committee is recommending that effective December 5, 2021, Sergeant Luke Ahlschlager be named the Interim Police Chief and that his rate of pay be increased by \$3 per hour for the duration of the time that he serves in that capacity. The City Council should authorize the City Attorney to prepare a memo of understanding with the LELS Union that formalizes this agreement.



CITY OF LA CRESCENT

Department of Police

Chief Douglas J. Stavenau

La Crescent



Apple Capital of Minnesota

November 16, 2021

Honorable Mayor and City Council Members

City Administrator Bill Waller

Medical Leave – Chief of Police

In the month of December, I will be attending to numerous medical appointments that will require significant time away from the office.

In order to keep the Police Department fully functioning I would respectfully request that Sgt. Luke Ahlschlager be appointed as Interim Chief from December 5th through January 1st. The timing would be coinciding with the start and end of the Department's pay periods.

I should still have some availability during the requested time off and will remain in contact with the office and assist Sgt. Ahlschlager where needed and attend to routine matters as they arise.

Thank you in advance for your consideration.

A handwritten signature in black ink, appearing to read "D. Stavenau".

Douglas Stavenau

Chief of Police

#3.9

RESOLUTION NO. 12-21-38

**RESOLUTION MAKING SPECIAL LEVIES FOR
COLLECTION WITH REAL ESTATE TAXES PAYABLE IN THE
CALENDAR YEAR 2022**

BE IT RESOLVED by the City Council of the City of La Crescent, Minnesota as follows:

1. It is hereby found and determined and declared that the amounts set forth in a column at the right to be levied as a special assessment against the listed property and to be collected in the calendar year 2022 as provided by law.

HOUSTON CO. AUDITOR REF. NUMBER	PROPERTY OWNER	CITY ACCOUNT #	AMOUNT TO BE LEVIED IN 2022	CODE
25.0022000	TIPPETTS RENTALS, LLC	11101203	161.72	80
25.0021000	TIPPETTS RENTALS, LLC	11101404	42.90	80
25.0071000	TIPPETTS RENTALS, LLC	11103521	42.32	80
25.0071000	TIPPETTS RENTALS, LLC	11103522	25.98	80
25.0257000	MARY PIETRI	20100901	376.87	80
25.0295000	RYAN MAHLUM	20201401	109.52	80
25.0295000	RYAN MAHLUM	INV 2660	51.70	80
25.0576000	JAMIE PUENT	30105401	265.13	80
25.1257006	BILL KISTER	30306502	440.63	80
25.1392000	GREAT RIVER INVESTMENT	31103912	672.92	80
25.1392000	GREAT RIVER INVESTMENT	31104014	527.35	80
25.1266025	AMANDA KLOSS	31304901	296.78	80
25.0640000	LEONARD GREENWOOD	INV 2661	51.70	80
25.2016000	MUNEER IBRAHIM SH ALBENJABI	INV 2707 & 2756	103.40	80
25.1257002	SUSAN WARNKE-LASKA	INV 2713	103.40	80
25.0241000	DOUGLAS BUCHNER	INV 2745	103.40	80
25.1257006	BILL KISTLER	INV 2685	154.00	80

ADOPTED this 22nd day of November, 2021.

SIGNED:

Mayor

ATTEST:

City Administrator

#3.10



TO: Honorable Mayor and City Council Members
FROM: Chris Fortsch, Administrative Clerk *Chris*
DATE: November 18, 2021
RE: 2022 License Renewal Applications

Attached for review and consideration by the City Council are the 2022 license renewal applications I have received thus far.

The applications appear to be in order, and I would suggest that the City Council approve the license renewal applications.

2022 LICENSES

Updated 11.18.2021													DATE
BUSINESS	CIGS	3.2	3.2	WINE	LIQUOR	LIQUOR	LIQUOR	GAS	SOLID	MASSAGE	MASSAGE	PAID	
					OFF SALE	ON SALE	SUNDAY	INSTALLERS	WASTE	BUSINESS	TECHNICIAN		
7 Rivers Mechanical LLC								X				10/25/2021	
American Home Fireplace & Patio								X				10/18/2021	
B & C Plumbing & Heating Inc.								X				10/4/2021	
Bob's Appliance Service								X				11/4/2021	
Corky's Pizzeria			X	X								11/8/2021	
Erin Edwards										X	X	11/4/2021	
Haley Comfort Systems Inc								X				10/25/2021	
K & S Heating Air Conditioning & Plumbing								X				10/18/2021	
Kwik Trip #437	X	X										11/10/2021	
Kwik Trip #614	X	X										11/10/2021	
La Crescent Hotel Group LLC			X									11/16/2021	
Midwest TV & Appliance								X				11/15/2021	
Mike Sherman Plumbing & Heating Inc.								X				10/18/2021	
Niebuhr Plumbing & Heating								X				10/18/2021	
Prime Source Plumbing & Heating Corp								X				11/18/2021	
Quillins	X	X										11/16/2021	
Richards Sanitation LLC									X			10/25/2021	
Risch Heating & Air Conditioning								X				10/18/2021	
River City Heating & Air Conditioning LLC								X				10/25/2021	
Ron Hammes Refrigeration Inc.								X				10/18/2021	
Schmitt's TimeOut Tavern					X	X	X					11/15/2021	
Schneider Heating & Air Conditioning								X				10/20/2021	
Vfs Plumbing & Heating								X				11/8/2021	
Winona Controls								X				10/18/2021	
Winona Heating & Ventilating Co Inc.								X				11/15/2021	

#7.1



OPEN HOUSE

DECEMBER 15, 2021

4 PM - 7 PM

JOIN IN VIEWING THE NEWLY
RENOVATED AND EXPANDED
LA CROSSE CENTER

300 HARBORVIEW PLAZA LA CROSSE WI 54601